



City of Surprise

Neighborhood Stabilization Program 3 Action Plan Amendment for Community Development Block Grant Program Year 2010-2011

City of Surprise
Christina Ramirez
Community and Economic Development
16000 N. Civic Center Drive
Surprise, AZ 85374
623-222-3238 Phone
623-222-1002 TTY



Neighborhood Stabilization Program 3
Substantial Amendment to the City of Surprise PY 2010-2011
Community Development Block Grant Annual Action Plan

CONTENTS

| | |
|--|-------|
| Standard Form 424..... | Tab 1 |
| NSP 3 Substantial Amendment..... | Tab 2 |
| Public Participation..... | Tab 3 |
| Target Area Map and Data..... | Tab 4 |
| Housing Rehabilitation Standards..... | Tab 5 |
| NSP 3 Substantial Amendment Checklist..... | Tab 6 |

Tab 1

**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approved No. 3076-0006

Version 7/03

| | | | |
|--|--|---|------------------------------|
| 1. TYPE OF SUBMISSION: Application | | 2. DATE SUBMITTED | Applicant Identifier |
| <input type="checkbox"/> Construction | Pre-application | 3. DATE RECEIVED BY STATE | State Application Identifier |
| <input checked="" type="checkbox"/> Non-Construction | <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction | 4. DATE RECEIVED BY FEDERAL AGENCY | Federal Identifier |

5. APPLICANT INFORMATION

Legal Name: _____

City of Surprise

Organizational DUNS: 021648936

Address: _____

Street: 16000 N. Civic Center Plaza

City: Surprise

County: Maricopa

State: AZ Zip Code: 85374

Country: _____

Organizational Unit: _____

Department: Community and Economic Development

Division: Neighborhood Services

Name and telephone number of person to be contacted on matters involving this application (give area code)

Prefix: Ms. First Name: Christina

Middle Name: Rivera

Last Name: Ramirez

Suffix: _____

Email: christina.ramirez@surpriseaz.gov

6. EMPLOYER IDENTIFICATION NUMBER (EIN):

86-6007796

Phone Number (give area code): (623) 222-3238

Fax Number (give area code): (623) 222-3001

8. TYPE OF APPLICATION:

New Continuation Revision

If Revision, enter appropriate letter(s) in box(es)
(See back of form for description of letters.)

Other (specify) _____

7. TYPE OF APPLICANT: (See back of form for Application Types)

(C) Municipal

Other (specify) _____

9. NAME OF FEDERAL AGENCY:

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:

14-218

TITLE (Name of Program): Labor Management Cooperation Program

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:

Neighborhood Stabilization Program 3
Acquisition, rehabilitation, disposition, and homebuyer assistance to program eligible applicants at or below 120% of Area Median Income, below 50% of Area Median Income

12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):

City of Surprise, Maricopa County, Arizona

13. PROPOSED PROJECT

Start Date: 6/01/2011 Ending Date: 6/01/2014

14. CONGRESSIONAL DISTRICTS OF:

a. Applicant City of Surprise b. Project NSP 3

15. ESTIMATED FUNDING:

| | | |
|-------------------|----|--------------|
| a. Federal | \$ | 1,329,844.00 |
| b. Applicant | \$ | .00 |
| c. State | \$ | .00 |
| d. Local | \$ | .00 |
| e. Other | \$ | .00 |
| f. Program Income | \$ | .00 |
| g. TOTAL | \$ | 1,329,844.00 |

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

a. Yes THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: _____

b. No PROGRAM IS NOT COVERED BY E. O. 12372

OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?

Yes If "Yes" attach an explanation. No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. Authorized Representative

Prefix Mr. First Name Mark Middle Name Anthony

Last Name Coronado Suffix _____

b. Title Interim City Manager c. Telephone Number (give area code) (623) 222-1100

d. Signature of Authorized Representative *George R. Krebs, ACM* e. Date Signed 2/24/11

Tab 2

1. NSP3 Grantee Information

| NSP3 Program Administrator Contact Information | |
|--|---|
| Name (Last, First) | Ramirez, Christina |
| Email Address | Christina.ramirez@surpriseaz.gov |
| Phone Number | 623-222-3238 |
| Mailing Address | 16000 N. Civic Center Plaza, Surprise, AZ 85374 |

2. Areas of Greatest Need

Map Submission

The map generated using the HUD NSP3 Mapping Tool for Preparing Action Plan website is included as an attachment. The target area was divided into two sections and is referred to as NSP 3 East and NSP 3 West. All associated planning data is included.

Data Sources Used to Determine Areas of Greatest Need

Describe the data sources used to determine the areas of greatest need.

Response:

The proposed NSP 3 target area within Surprise has been determined to have the highest concentration of foreclosed homes, a high vacancy rate, as well as the highest mortgage delinquency rate of the entire city. The HUD NSP 3 Mapping Tool has proven this to be the case by determining a need level of over 17 for the area as outlined in the map attached.

It has been found through the administration of the Neighborhood Stabilization Program within the city that an average of 1,600 – 2,000 homes are in the process of a Trustee Sale at any given time within this target area. This data was found using the real estate website NetValueCentral.com. Foreclosed and vacant homes are prevalent within this target area due to the rapid decline of home values and the amount of job loss.

Market Conditions:

Currently the city of Surprise has seen huge impacts to the neighborhoods due to the number of foreclosed and vacant homes. Surplus of homes make sale of homes a lengthy process. Due to this surplus, property values have fallen as much as 75% in some areas in the city. As of February 27, 2011, there are 1,663 (6%) pending foreclosure and 921 (4%) bank owned homes in the city per RealtyTrac.com. The MLS system also lists 733 properties being delinquent with their mortgages.

As a result of the affordable pricing of virtually new homes with many upgraded amenities, purchase programs such as the one Surprise is proposing under this amendment is both affordable and attractive to potential buyers. The ability to work with programs such as the Fannie Mae First Look Program has allowed the city the ability to purchase homes as they come on the market without the need of competing with the investor market and to purchase at a discount that is then transferred to the home buyer as an additional benefit.

Determination of Areas of Greatest Need and Applicable Tiers

Describe how the areas of greatest need were established and whether a tiered approach is being utilized to determine the distribution of funding.

Response:

The area of greatest need was determined by the delivery of the initial NSP program where bank owned homes are of a higher concentration within the NSP 3 target area. This has been proven to be correct using foreclosure data through the HUD NSP Mapping Tool and NetValueCentral.com. A tiered approach will not be used as the scoring is consistently between a 17 and 18 throughout the entire target area. The only other rate that is slightly higher is within the Original Town Site of Surprise. The driver for this variation is because of the high rate of sub-prime loans that exist within the area. The vacancy rate and numbers of foreclosures are not out of line with other areas within this city, thus driving the decision to design a program that will equally distribute the available funding throughout the designated target area.

3. Definitions and Descriptions

Definitions

| Term | Definition |
|--------------------|--|
| Blighted Structure | <p>Surprise will use the blighted structure definition from the IPMC (International Property Maintenance Code), Chapter 2, Section 202, Definitions, which the Surprise adopted through Chapter 105 of the Surprise Municipal Code, which states:</p> <p>BLIGHT OR BLIGHTED: Unsightly conditions of a building, structure, accessory building fence, landscaping or property characterized by neglect, lack of maintenance, damage or any other similar conditions of disrepair, or deterioration. Examples include but are not limited to the accumulation of debris, wood, scrap iron or other metal, boxes paper, vehicle parts, tires, inoperable equipment or vehicles, discarded appliances or any items that may harbor insect or vermin infestation or create a fire hazard; landscaping that is overgrown, dead or damaged; fences that are broken, rotted, damaged or leaning; buildings or structures exhibiting general disrepair or dilapidation including but not limited to deteriorated shingles, peeling paint, broken doors or windows or any other evidence of neglect or lack of maintenance.</p> |
| Affordable Rents | <p>No rental activities are currently proposed. Surprise uses the following definition:</p> <p>Affordable Rent: Rents that do not exceed 30% of gross household income for families earning at or below 50% Area Median Income for Maricopa County as determined by HUD with adjustments for number of bedroom units as more particularly described in 24CFR Part 92.252.b.1.</p> |

Descriptions

| Term | Definition | | | | | | | | | | |
|----------------------------------|---|-------------------|----------------------------------|-----------------|---|----------------------|----|---------------|----|------------------|----|
| Long-Term Affordability | <p>Surprise will ensure affordability for proposed homebuyer activities through 100% of recapture of funds secured through Deeds of Trust and Forgivable Loan Agreements with the homebuyer identifying the period of affordability as outlined by the table below. Assistance will be provided to homebuyers in the form of monetary assistance given to qualified individuals through a no-interest soft second mortgage that is due on sale or refinance during the affordability period. Recaptured funds will be used to continue funding of eligible activities under the NSP program through June 1, 2014 (or 36 months from entering into funding agreement), or other date as determined by HUD.</p> <p><i>HOME Minimum Periods of Affordability for Homebuyer Activities</i></p> <table border="1" data-bbox="506 625 1417 932"> <thead> <tr> <th data-bbox="506 625 964 685">Assistance Amount</th> <th data-bbox="964 625 1417 685">Minimum Periods of Affordability</th> </tr> </thead> <tbody> <tr> <td data-bbox="506 685 964 744">Under \$15, 000</td> <td data-bbox="964 685 1417 744">5</td> </tr> <tr> <td data-bbox="506 744 964 804">\$15,000 to \$40,000</td> <td data-bbox="964 744 1417 804">10</td> </tr> <tr> <td data-bbox="506 804 964 863">Over \$40,000</td> <td data-bbox="964 804 1417 863">15</td> </tr> <tr> <td data-bbox="506 863 964 932">New Construction</td> <td data-bbox="964 863 1417 932">20</td> </tr> </tbody> </table> | Assistance Amount | Minimum Periods of Affordability | Under \$15, 000 | 5 | \$15,000 to \$40,000 | 10 | Over \$40,000 | 15 | New Construction | 20 |
| Assistance Amount | Minimum Periods of Affordability | | | | | | | | | | |
| Under \$15, 000 | 5 | | | | | | | | | | |
| \$15,000 to \$40,000 | 10 | | | | | | | | | | |
| Over \$40,000 | 15 | | | | | | | | | | |
| New Construction | 20 | | | | | | | | | | |
| Housing Rehabilitation Standards | <p>Surprise will use the HUD approved Minimum Basis Housing Rehabilitation Standards of the Maricopa County HOME Consortium. Surprise will incorporate green building, emergency efficiency, and visibility components as feasible (enclosed in Tab 5).</p> | | | | | | | | | | |

4. Low-Income Targeting

Low-Income Set-Aside Amount

Identify the estimated amount of funds appropriated or otherwise made available under the NSP3 to be used to provide housing for individuals or families whose incomes do not exceed 50 percent of area median income.

Response:

Total low-income set-aside **percentage** (must be no less than 25 percent): 25.00%

Total funds set aside for low-income individuals = \$332,461.00

Meeting Low-Income Target

Provide a summary that describes the manner in which the low-income targeting goals will be met.

Response:

The program uses marketing methods that include working with area non-profits that run first-time homebuyers programs that serve as a referral source for those families that meet the low-income target group. The city also has a current wait list that includes a similar income distribution as that described within the program goals. The city is also able to provide deep subsidizations through program design that allows for an affordable mortgage ratio for this target group.

5. Acquisition and Relocation

Demolition or Conversion of LMI Units

| | |
|---|----|
| Does the grantee intend to demolish or convert any low- and moderate-income dwelling units (i.e., ≤ 80% of area median income)? | No |
|---|----|

If yes, fill in the table below.

| Question | Number of Units |
|--|-----------------|
| The number of low- and moderate-income dwelling units—i.e., ≤ 80% of area median income—reasonably expected to be demolished or converted as a direct result of NSP-assisted activities. | 0 |
| The number of NSP affordable housing units made available to low-, moderate-, and middle-income households—i.e., ≤ 120% of area median income—reasonably expected to be produced by activity and income level as provided for in DRGR, by each NSP activity providing such housing (including a proposed time schedule for commencement and completion). | 82 |
| The number of dwelling units reasonably expected to be made available for households whose income does not exceed 50 percent of area median income. | 12 |

6. Public Comment

Citizen Participation Plan

| |
|--|
| Briefly describe how the grantee followed its citizen participation plan regarding this proposed substantial amendment or abbreviated plan. |
| <p>Response:</p> <p>The city provided a 15 day comment period from February 7, 2011 – February 23, 2011 for the proposed amendment to the Program Year 2010 Annual Action Plan that will include proposed activities for the NSP 3 program. Along with this, there was a public hearing held at a regular Council meeting on February 8, 2011, and a public hearing at the regular Council meeting held February 22, 2011. The abbreviated plan was also made available for viewing and comment on the city website as well as paper copies being available at City Hall and the local library located within the NSP 3 target area.</p> |

Summary of Public Comments Received.

The summary of public comments received is included as an attachment. The comment period was held from February 7th – 23rd, 2011.

7. Vicinity Hiring

The city of Surprise will include in its requests for bids their preference per program design to provide, to the greatest extent feasible, hiring of employees who reside in the vicinity of NSP 3 projects or contract with small businesses that are owned and operated by persons residing in the vicinity of the NSP 3 target area.

8. NSP Information by Activity

| Activity Number 1 | | |
|--|--|--|
| Activity Name | Acquisition and Rehabilitation | |
| Uses | Select all that apply: | |
| | <input type="checkbox"/> Eligible Use A: Financing Mechanisms | |
| | <input checked="" type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation | |
| | <input type="checkbox"/> Eligible Use C: Land Banking | |
| | <input type="checkbox"/> Eligible Use D: Demolition | |
| <input type="checkbox"/> Eligible Use E: Redevelopment | | |
| CDBG Activity or Activities | <p>NSP: §2301(c)(3)(B) Purchase and rehabilitate homes and residential properties that have been abandoned or foreclosed upon, in order to sell, rent, or redevelop such homes and properties.</p> <p>CDBG: 24 CFR 570.201: (a) Acquisition; (b) Disposition; and (n) Direct homeownership Assistance. Also 570.202 Eligible rehabilitation and preservation activities</p> | |
| National Objective | Low Moderate Middle Income Housing (LMMH) | |
| Activity Description | Surprise will purchase and/or rehabilitate (if necessary) foreclosed and/ or abandoned homes to be subsequently sold to three qualified buyers earning up to 120% AMI, and one buyer whose income does not exceed 50% AMI. Approximately four homes will be assisted in the target areas. Homes will be purchased at a minimum discount of 1% from appraised values per home. These homes will be sold at a price not to exceed the cost of acquisition, rehabilitation, and delivery of the homes, but purchase price will be listed at a minimum of appraised value. | |
| Location Description | NSP 3 Target Area (as outlined by attached map) | |
| Budget | Source of Funding | Dollar Amount |
| | NSP3 | \$100,000 |
| | (Other funding source) | \$ |
| | (Other funding source) | \$ |
| Total Budget for Activity | \$100,000 | |
| Performance Measures | Acquisition and/or rehabilitation of four homes with subsequent sale to one qualified household at or below 50% of AMI, and three at or below 120% of AMI. | |
| Projected Start Date | 06/01/2011 | |
| Projected End Date | 05/31/2014 | |
| Responsible Organization | Name | City of Surprise |
| | Location | 16000 N. Civic Center Plaza, Surprise, AZ 85374 |
| | Administrator Contact Info | Christina Ramirez, 623-222-3238; Christina.ramirez@surpriseaz.gov |

| Activity Number 2 | | |
|--|---|--|
| Activity Name | Down Payment Assistance | |
| Use | Select all that apply: | |
| | <input checked="" type="checkbox"/> Eligible Use A: Financing Mechanisms | |
| | <input type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation | |
| | <input type="checkbox"/> Eligible Use C: Land Banking | |
| | <input type="checkbox"/> Eligible Use D: Demolition | |
| <input type="checkbox"/> Eligible Use E: Redevelopment | | |
| CDBG Activity or Activities | <p>NSP: §2301(c)(3)(A) Financing mechanisms for purchase and redevelopment of foreclosed upon homes and residential properties, including such mechanisms as soft seconds, loan loss reserves, and shared-equity loans for low- and moderate-income homebuyers. Also, §2301(c)(3)(B) Purchase and rehabilitate homes and residential properties that have been abandoned or foreclosed upon, in order to sell, rent or redevelop such homes and properties.</p> <p>CDBG: Establish finance mechanism in the form of homebuyer assistance for the purchase of foreclosed upon homes by eligible homebuyers under 24 CFR 570.206 and provide housing counseling to program participants 24 CFR 570.201(e) and 24 CFR 570.202.</p> | |
| National Objective | Low Moderate Middle Income Housing (LMMH) | |
| Activity Description | Surprise will provide homebuyer assistance in the form of either down payment assistance, closing cost assistance, interest-rate buy down, or a combination of these. The assistance will be provided in the form of a soft second with benefits being given to households at or below 120% AMI. | |
| Location Description | Special Planning Area 1 | |
| Budget | Source of Funding | Dollar Amount |
| | NSP3 | \$764,399 |
| | (Other funding source) | \$ |
| | (Other funding source) | \$ |
| Total Budget for Activity | \$764,399 | |
| Performance Measures | Assisting 70 low-moderate households with down payment and closing cost and pre-purchase counseling. | |
| Projected Start Date | 06/01/2011 | |
| Projected End Date | 05/31/14 | |
| Responsible Organization | Name | City of Surprise |
| | Location | 16000 N. Civic Center Plaza, Surprise, AZ 85374 |
| | Administrator Contact Info | Christina Ramirez, 623-222-3238; Christina.ramirez@surpriseaz.gov |

| Activity Number 3 | | |
|--|---|---|
| Activity Name | Down Payment Assistance for Very Low income | |
| Use | Select all that apply: | |
| | <input checked="" type="checkbox"/> Eligible Use A: Financing Mechanisms | |
| | <input type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation | |
| | <input type="checkbox"/> Eligible Use C: Land Banking | |
| | <input type="checkbox"/> Eligible Use D: Demolition | |
| <input type="checkbox"/> Eligible Use E: Redevelopment | | |
| CDBG Activity or Activities | <p>NSP: §2301(c)(3)(A) Financing mechanisms for purchase and redevelopment of foreclosed upon homes and residential properties, including such mechanisms as soft seconds, loan loss reserves, and shared-equity loans for low- and moderate-income homebuyers. Also, §2301(c)(3)(B) Purchase and rehabilitate homes and residential properties that have been abandoned or foreclosed upon, in order to sell, rent or redevelop such homes and properties.</p> <p>CDBG: Establish finance mechanism in the form of homebuyer assistance for the purchase of foreclosed upon homes by eligible homebuyers under 24 CFR 570.206 and provide housing counseling to program participants 24 CFR 570.201(e) and 24 CFR 570.202.</p> | |
| National Objective | Low Moderate Middle Income Housing (LMMH) | |
| Activity Description | Surprise will provide homebuyer assistance in the form of either down payment assistance, closing cost assistance, interest-rate buy down, or a combination of these. The assistance will be provided in the form of a soft second with benefits being given to 24 households at or below 50% AMI | |
| Location Description | NSP 3 Target Area | |
| Budget | Source of Funding | Dollar Amount |
| | NSP3 | \$332,461 |
| | | \$0 |
| | | \$0 |
| Total Budget for Activity | | \$332,461 |
| Performance Measures | Assisting 24 low-income families with down payment, closing cost, and pre-purchase counseling. | |
| Projected Start Date | 06/01/2011 | |
| Projected End Date | 05/31/2014 | |
| Responsible Organization | Name | City of Surprise |
| | Location | 16000 N. Civic Center Plaza, Surprise, AZ 85374 |
| | Administrator Contact Info | Christina Ramirez, 623-222-3238; Christina.ramirez@surpriseaz.gov |

| Activity Number 4 | | |
|--|--|--|
| Activity Name | Administration | |
| Use | Select all that apply: | |
| | <input type="checkbox"/> Eligible Use A: Financing Mechanisms | |
| | <input type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation | |
| | <input type="checkbox"/> Eligible Use C: Land Banking | |
| | <input type="checkbox"/> Eligible Use D: Demolition | |
| <input type="checkbox"/> Eligible Use E: Redevelopment | | |
| CDBG Activity or Activities | NSP Eligible Use: Administration up to 10% of allocation. NSP Eligible Activity 24 CFR 570.206 and 206 as amended by NSP to allow 10% of grant. | |
| National Objective | Not Applicable | |
| Activity Description | NSP funds will be used to pay reasonable program administration costs related to the planning and execution of the activities listed previously. This includes costs related to staffing for overall program management, coordination, monitoring, reporting, and direct and indirect charges. | |
| Location Description | Administrative office of the NSP grant funding: City of Surprise Community and Economic Development Department 16000 N. Civic Center Plaza, Surprise, AZ 85374 | |
| Budget | Source of Funding | Dollar Amount |
| | NSP3 | \$132,984 |
| | | \$0 |
| | | \$0 |
| Total Budget for Activity | | \$132,984 |
| Performance Measures | Not applicable | |
| Projected Start Date | 06/01/2011 | |
| Projected End Date | 05/31/2014 | |
| Responsible Organization | Name | City of Surprise |
| | Location | 16000 N. Civic Center Plaza, Surprise, AZ 85374 |
| | Administrator Contact Info | Christina Ramirez, 623-222-3238; Christina.ramirez@surpriseaz.gov |

9. Certifications

Certifications for State and Entitlement Communities

(1) **Affirmatively furthering fair housing.** The jurisdiction certifies that it will affirmatively further fair housing, which means that it will conduct an analysis to identify impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting the analysis and actions in this regard.

(2) **Anti-displacement and relocation plan.** The applicant certifies that it has in effect and is following a residential anti-displacement and relocation assistance plan.

(3) **Anti-lobbying.** The jurisdiction must submit a certification with regard to compliance with restrictions on lobbying required by 24 CFR part 87, together with disclosure forms, if required by that part.

(4) **Authority of jurisdiction.** The jurisdiction certifies that the consolidated plan or abbreviated plan, as applicable, is authorized under state and local law (as applicable) and that the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and other program requirements.

(5) **Consistency with plan.** The jurisdiction certifies that the housing activities to be undertaken with NSP funds are consistent with its consolidated plan or abbreviated plan, as applicable.

(6) **Acquisition and relocation.** The jurisdiction certifies that it will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601), and implementing regulations at 49 CFR part 24, except as those provisions are modified by the notice for the NSP program published by HUD.

(7) **Section 3.** The jurisdiction certifies that it will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u), and implementing regulations at 24 CFR part 135.

(8) **Citizen participation.** The jurisdiction certifies that it is in full compliance and following a detailed citizen participation plan that satisfies the requirements of Sections 24 CFR 91.105 or 91.115, as modified by NSP requirements.

(9) **Following a plan.** The jurisdiction certifies it is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD. [Only States and entitlement jurisdictions use this certification.]

(10) **Use of funds.** The jurisdiction certifies that it will comply with the Dodd-Frank Wall Street Reform and Consumer Protection Act and Title XII of Division A of the American Recovery and Reinvestment Act of 2009 by spending 50 percent of its grant funds within 2 years, and spending 100 percent within 3 years, of receipt of the grant.

(11) **The jurisdiction certifies:**

- a. that all of the NSP funds made available to it will be used with respect to individuals and families whose incomes do not exceed 120 percent of area median income; and

- b. The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if NSP funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with NSP funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than NSP funds if the jurisdiction certifies that it lacks NSP or CDBG funds to cover the assessment.

(12) **Excessive force.** The jurisdiction certifies that it has adopted and is enforcing:

- a. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and
- b. A policy of enforcing applicable state and local laws against physically barring entrance to, or exit from, a facility or location that is the subject of such nonviolent civil rights demonstrations within its jurisdiction.

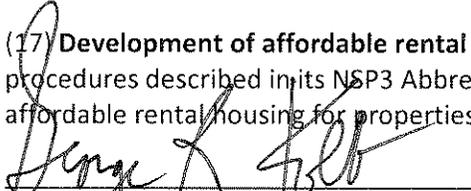
(13) **Compliance with anti-discrimination laws.** The jurisdiction certifies that the NSP grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

(14) **Compliance with lead-based paint procedures.** The jurisdiction certifies that its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K, and R of this title.

(15) **Compliance with laws.** The jurisdiction certifies that it will comply with applicable laws.

(16) **Vicinity hiring.** The jurisdiction certifies that it will, to the maximum extent feasible, provide for hiring of employees that reside in the vicinity of NSP3 funded projects or contract with small businesses that are owned and operated by persons residing in the vicinity of NSP3 projects.

(17) **Development of affordable rental housing.** The jurisdiction certifies that it will abide by the procedures described in its NSP3 Abbreviated Plan to create preferences for the development of affordable rental housing for properties assisted with NSP3 funds.


Signature/Authorized Official

2/28/11
Date


Title

Tab 3



COMMUNITY AND ECONOMIC DEVELOPMENT
DEPARTMENT

Date: February 28, 2011
To: Richard Thomason, CPD Representative
From: Christina Ramirez, Neighborhood Services Supervisor
Re: Public Participation for NSP 3

In order to garner input on the proposed Action Plan Amendment for program year 2010-2011, the city of Surprise took the following actions:

- Held public hearings at regular Council meetings held on February 8, 2010 and February 22, 2010.
- Held a public comment period from February 7 – 23, 2011 which was advertised in the local newspaper with copies of the proposed amendment available for review at city hall and the neighborhood library located within the target area.
- Posted the proposed amendment on the city website for the duration of the comment period at web address <http://www.surpriseaz.gov/index.aspx?NID=2637>

During all of these outreach efforts, **no comments were received from the public.**

Please feel free to reach me with any comments or questions you may have.

Public Notice

Neighborhood Stabilization Program 3 Substantial Amendment to the City of Surprise FY 2010 – 2011 Community Development Block Grant Annual Action Plan

This notice will inform interested persons of the proposed Neighborhood Stabilization Program 3 Substantial Amendment to the City of Surprise Community Development Block Grant (CDBG) Annual Action Plan for Fiscal Year (FY) 2010 – 2011

The proposed amendment would allow the city to apply and utilize **\$1,329,844** in Neighborhood Stabilization Program 3 (NSP 3) funding from the U.S. Department of Housing and Urban Development to address the effect of abandoned and foreclosed properties as follows:

- Acquisition, rehabilitation, disposition, and homebuyer assistance to program eligible applicants at or below 120% of Area Median Income (AMI) Amount allocated - **\$864,399**
- Acquisition, rehabilitation, disposition, and homebuyer assistance to program eligible applicants at or below 50% of Area Median Income (AMI) Amount allocated - **\$332,461**
- Administration, to provide project / program oversight, monitoring, and administration. Amount allocated- **\$132,984**
- **TOTAL \$1,329,844**

These funds are required by the Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank Act). Target areas for this funding are established by a HUD mapping tool that considers several factors to include vacancy rate, mortgage delinquency rate, and number of sub-prime loans.

Public Comments

The comment period is **February 7, 2008, to February 23, 2011**. Draft copies of the proposed Neighborhood Stabilization Program 3 Substantial Amendment to the Funding Year 2010 – 2011 Annual Action Plan will be available for review from **February 7, 2011 to February 23, 2011** at the following city locations (city department office hours are 7:00A.M. to 6:00P.M. (Monday through Thursday))

- Surprise City Hall 16000 N. Civic Center Plaza, Surprise, AZ 85374
- Library 15844 N Hollyhock Street, Surprise, AZ 85374 (Library hours are 1:00 P.M. – 6:00 P.M. Tuesday and Thursday)

**** In addition, the proposed Neighborhood Stabilization Program 3 Substantial Amendment to the FY 2010 – 2011 Annual Action Plan will be available for review online.**

www.surpriseaz.com

Comments regarding the proposed Neighborhood Stabilization Program 3 Substantial Amendment for the FY 2010 – 2011 Annual Action Plan, should be directed to Christina Ramirez, Neighborhood Services Supervisor, City of Surprise, Neighborhood Services Division. Please call Christina Ramirez at 623.222.3238 or TTY 623.222.1002 for submittal procedure.

Documents are available for review in advance and can be made available in alternate formats. Please call Christina Ramirez at 623.222.3238 or TDD 623.222.1002 forty-eight hours prior to the meeting time for assistance with translation or accommodations for individuals with disabilities.

PUBLIC HEARING

This notice is hereby given that the City of Surprise Neighborhood Services Division will hold a Public Hearing on Tuesday, February 22, 2011, at 6:00PM before the Surprise City Council at 16000 N. Civic Center Plaza, Surprise, Arizona 85374. This hearing concerns the proposed Neighborhood Stabilization Program 3 Substantial Amendment to the FY 2010 – 2011 Annual Action Plan to allow for public comments on the proposed amendment .



Reasonable accommodations will be made upon a timely request



ABOUT SURPRISE

MAYOR & COUNCIL

CITY DEPARTMENTS

LIVING IN SURPRISE

BUSINESS IN SURPRISE

Home | Print | RSS

You are here: Home > City Departments > Community Development > Neighborhood Services > Neighborhood Stabilization Program 3 (NSP3)

Neighborhood Stabilization Program 3 (NSP3)

Neighborhood Stabilization Program 3 (NSP3)

2011-2012 CDBG Public Service Grants

This notice will inform interested persons of the proposed Neighborhood Stabilization Program 3 Substantial Amendment to the City of Surprise Community Development Block Grant (CDBG) Annual Action Plan for Fiscal Year (FY) 2010 – 2011

Neighborhood Stabilization Program 2 (NSP2)

The proposed amendment would allow the city to apply and utilize \$1,329,844 in Neighborhood Stabilization Program 3 (NSP 3) funding from the U.S. Department of Housing and Urban Development to address the effect of abandoned and foreclosed properties as follows:

Block Party Trailer

Mediation Program

Surprise University

Resources for HOAs

HOA Community Contacts

Meeting Spaces in Surprise

Consolidated Plan 2010-14

Consolidated Annual Performance & Evaluation

Surprise Neighborhood Award Program

- Acquisition, rehabilitation, disposition, and homebuyer assistance to program eligible applicants at or below 120% of Area Median Income (AMI) Amount allocated - \$864,399
- Acquisition, rehabilitation, disposition, and homebuyer assistance to program eligible applicants at or below 50% of Area Median Income (AMI) Amount allocated - \$332,461
- Administration, to provide project / program oversight, monitoring, and administration. Amount allocated- \$132,984
- TOTAL \$1,329,844

These funds are required by the Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank Act). Target areas for this funding are established by a HUD mapping tool that considers several factors to include vacancy rate, mortgage delinquency rate, and number of sub-prime loans.

PUBLIC COMMENTS

The comment period is February 7, 2008, to February 23, 2011. Draft copies of the proposed Neighborhood Stabilization Program 3 Substantial Amendment to the Funding Year 2010 – 2011 Annual Action Plan will be available for review from February 7, 2011 to February 23, 2011 at the following city locations (city department office hours are 7:00A.M. to 6:00P.M. (Monday through Thursday).

- Surprise City Hall 16000 N. Civic Center Plaza, Surprise, AZ 85374
- Library 15844 N Hollyhock Street, Surprise, AZ 85374 (Library hours are 1:00 P.M. – 6:00 P.M. Tuesday and Thursday)

Comments regarding the proposed Neighborhood Stabilization Program 3 Substantial Amendment for the FY 2010 – 2011 Annual Action Plan, should be directed to Christina Ramirez, Neighborhood Services

2010-2011 Substantially Amended Action Plan

Neighborhood Stabilization Program 3 (NSP3) Application Draft

Neighborhood Stabilization Program 3 Public Notice

Title III (NSP) of the Housing and Economic Recovery Act of 2008

HUD Regulations

For additional NSP Grants info, please visit: www.hud.gov/nsp

Supervisor, City of Surprise, Neighborhood Services Division. Please call Christina Ramirez at 623.222.3238 or TTY 623.222.1002 for submittal procedure. Documents are available for review in advance and can be made available in alternate formats. Please call Christina Ramirez at 623.222.3238 or TDD 623.222.1002 forty-eight hours prior to the meeting time for assistance with translation or accommodations for individuals with disabilities.

PUBLIC HEARING

This notice is hereby given that the City of Surprise Neighborhood Services Division will hold a Public Hearing on Tuesday, February 22, 2011, at 6:00PM before the Surprise City Council at 16000 N. Civic Center Plaza, Surprise, Arizona 85374. This hearing concerns the proposed Neighborhood Stabilization Program 3 Substantial Amendment to the FY 2010 – 2011 Annual Action Plan to allow for public comments on the proposed amendment.



16000 N. Civic Center Plaza Surprise, AZ 85374 Phone: 623.222.1000 TTY: 623.222.1002 / [Phone Directory](#)

Questions or Comments contact the Webmaster@surpriseaz.gov

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Daily News-Sun

10102 Santa Fe Drive Sun City, Arizona 85351
623.977.8351 Fax 623.876.2589

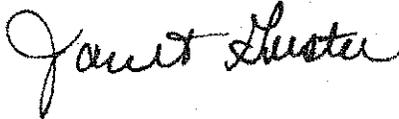
CITY OF SURPRISE
16000 CIVIC CENTER PLAZA
SURPRISE, AZ 85374

Affidavit of Publication

I, Janet Gerster, Legal Clerk, am authorized by the publisher as agent to make this affidavit of publication. Under oath, I state that the following is true and correct.

The Daily News-Sun is a newspaper which is published daily, and is of general circulation and is in compliance with the Arizona Revised Statutes 10-140.34 & 39-201.A & B. I solemnly swear that the notice as per copy attached, was published in the regular and entire edition of the said newspaper and not in any supplement. The below listed advertisement appeared in the following issue(s):

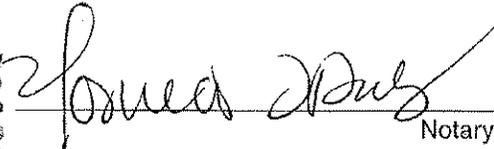
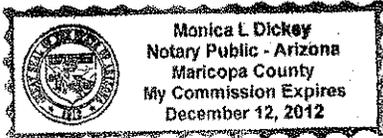
1) FEBRUARY 16, 2011



Legal Clerk

State of Arizona
County of Maricopa

Subscribed and sworn to before me, in my presence, this 17TH day of FEBRUARY, 2011.


Notary Public

Ad caption: PUBLIC HEARING; CDBG PUBLIC SERVICES/16620143/\$51.19

Note: Customer is responsible for filing this document with the appropriate office.

9015 Business

ARTICLES OF AMENDMENT

PURSUANT TO ARS 29-839(F) I. Name: The current name of the limited liability company is Heroenia Builders L.L.C. (the "Company").

IV. Members: The names and addresses of each Member who owns a twenty percent or greater interest in the capital or profits of the company are:

Dated this 3rd day of February, 2011.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 16620373

ARTICLES OF INCORPORATION OF

Pursuant to A.R.S. 10-202 (An Arizona Business Corporation) 1. Name: The name of the Corporation is: Brilliant Lighting, Inc.

9. Limitation of Liability: To the fullest extent permitted by the Arizona Revised Statutes, as the same exists or may hereafter be amended, a director of the Corporation shall not be liable to the Corporation or its stockholders for monetary damages...

Acceptance of Appointment By Statutory Agent The undersigned hereby acknowledges and accepts the appointment as statutory agent of the above-named corporation effective this 15th day of December, 2010.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 16620402

9015 Business

ARTICLES OF AMENDMENT

1. The name of the corporation is: Eric T. Enger, Inc. 2. Attached hereto as Exhibit A is the text of each amendment adopted.

Dated this 21 day of December, 2010.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 1662167

ARTICLES OF INCORPORATION OF

Pursuant to A.R.S. 10-202 (An Arizona Business Corporation) 1. Name: The name of the Corporation is: MUSTANG CONSULTANTS INC.

9. Limitation of Liability: To the fullest extent permitted by the Arizona Revised Statutes, as the same exists or may hereafter be amended, a director of the Corporation shall not be liable to the Corporation or its stockholders for monetary damages...

Acceptance of Appointment By Statutory Agent The undersigned hereby acknowledges and accepts the appointment as Statutory Agent of the above-named corporation effective this 28th day of January, 2011.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 16620445

9015 Business

ARTICLES OF ORGANIZATION HAVE BEEN FILED IN THE OFFICE OF THE ARIZONA CORPORATION COMMISSION FOR

I. Name: Pedro's Landscaping and Maintenance, LLC II. The address of the known place of business is: 12545 N. 150th Ave Surprise, AZ 85379

Dated this 15th day of February, 2011.

Publish: Daily News-Sun February 15, 16 & 17 2011 1661948

9015 Business

ARTICLES OF ORGANIZATION

NAME: The name of this Limited Liability Company shall be: RVCV POINT RIDGE, LLC

Executed this 7th day of December, 2010.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 1662562

9015 Business

ARTICLES OF ORGANIZATION

NAME: The name of this Limited Liability Company shall be: RVCV SHADOW, LLC

Executed this 7th day of December, 2010.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 1662562

9025 City Of Surprise

Notice of Public Hearing

City of Surprise, Community Development Block Grant Commission FY 2011-2012 The second year Annual Action Plan proposed projects, CDBG Public Services

Executed this 7th day of December, 2010.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 1662562

9025 City Of Surprise

Notice of Public Hearing

City of Surprise, Community Development Block Grant Commission FY 2011-2012 The second year Annual Action Plan proposed projects, CDBG Public Services

Executed this 7th day of December, 2010.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 1662562

ARTICLES OF ORGANIZATION

NAME: The name of this Limited Liability Company shall be: RVCV SHADOW, LLC

Executed this 7th day of December, 2010.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 1662562

ARTICLES OF ORGANIZATION

NAME: The name of this Limited Liability Company shall be: RVCV SHADOW, LLC

Executed this 7th day of December, 2010.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 1662562

ARTICLES OF ORGANIZATION

NAME: The name of this Limited Liability Company shall be: RVCV SHADOW, LLC

Executed this 7th day of December, 2010.

Publish: Daily News-Sun February 16, 17, 18, 2011/ 1662562

ARTICLES OF ORGANIZATION

NAME: The name of this Limited Liability Company shall be: RVCV SHADOW, LLC

Executed this 7th day of December, 2010.

PUBLIC NOTICE

Notice is hereby given that the Surprise City Council will conduct public hearings on Tuesday, March 8, 2011, 8:00 a.m., for a liquor license application: Series 12 (Application submitted by Caramba Fresh Mexican Food, 17239 N. Litchfield Road, Surprise, AZ 85374).

Publish: Daily News-Sun February 15 and 23, 2011/16619486

PUBLIC HEARING

The Surprise City Council will conduct public hearings on Tuesday, March 8, 2011, 8:00 a.m., for a liquor license application: Series 12 (Application submitted by Caramba Fresh Mexican Food, 17239 N. Litchfield Road, Surprise, AZ 85374).

Publish: Daily News-Sun February 15 and 23, 2011/16619486

9035 City Of El Mirage

ORDINANCE 011-02-04

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF EL MIRAGE, ARIZONA, AMENDING THE CODE OF THE CITY OF EL MIRAGE, CHAPTER 50 RELATING TO AND REGARDING BILLING FOR WATER, SEWER AND SANITATION SERVICES.

PASSSED, ADOPTED AND APPROVED BY the Mayor and Council of the City of El Mirage, Arizona, this 10th day of February, 2011.

s/Anna Mock, Mayor ATTEST: s/Richard Saathoff, City Clerk APPROVED AS TO FORM: s/Robert Hall, City Attorney

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CITY OF SURPRISE
 Regular City Council Meeting Agenda
 16000 N. Civic Center Plaza
 Surprise, AZ 85374

Tuesday, February 8, 2011 @ 6:00 PM
 Amended agenda 2/7/11 at 3:15 p.m. - added item #14

+ [Back](#) [Print](#)

CALL TO ORDER.

- A. Roll Call
- B. Pledge of Allegiance
- C. Invocation
- D. Current Events and Reports by Mayor and City Council – Pursuant to A.R.S. §38-431.02(k) the chief administrator, presiding officer or a member of a public body may present a brief summary of current events without listing the agenda the specific matters to be summarized, provided that 1) The summary is listed on the agenda; and 2) The public body does not propose, discuss, deliberate or take legal action at that meeting on any matter in the summary unless the specific matter is properly noticed for legal action.
- E. City Manager and Staff Reports:

#1 District Citywide ***Current Events**

No Action
 Mark Coronado,
 Interim City Manager

Regular City Council Meeting Agenda:

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the City Council, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the City Clerk before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address City Council on any item not on the agenda. At the conclusion of the open call, City Council may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

- G. Approval of items on the Consent Agenda – all items with an asterisk (*) are considered to be routine matters and will be enacted by one motion and one roll call vote to the City Council. There will be no separate discussion on these items unless a Councilmember requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

CONSENT AGENDA:

- | | | | |
|-----|------------|---|---------------------------------------|
| *#2 | District 6 | <u>Consideration and action on a liquor license application submitted by Rubio's Fresh Mexican Grill, 13736 W. Bell Road Suite #2, Surprise, Arizona 85374 for a Series 12 Acquisition of Control for license #12074744.</u> | Approve Sherry Aguilar, City Clerk |
| *#3 | District 6 | <u>Consideration and action on a liquor license application submitted by Eric Atkinson for Octane Lounge, 13420 W. Bell Rd #140, Surprise, Arizona 85374 for a Series 06 Interim Permit/Person Transfer.</u> | Approve Sherry Aguilar, City Clerk |
| *#4 | District 6 | <u>Consideration and action on a liquor license application submitted by Lorraine Glaeser for Streets of New York #23, 13736</u> | Approve Sherry Aguilar, City |

| | | | |
|-----|-------------------|---|--|
| | | <u>W. Bell Road, Surprise, Arizona 85374 for a Series 12 Interim Permit/New License.</u> | Clerk |
| *#5 | District 4 | <u>Consideration and action on COS11-014 with Michael J Valente Contracting Inc for the construction of the Community Development Block Grant (CDBG) Sidewalk Improvement project in the amount of \$450,000 (Contract \$372,716 plus an owners contingency of \$77,284) and associated easements .</u> | Approve Robert Beckley, Public Works |
| *#6 | District Citywide | <u>Consideration and action on the Regular City Council Work Session and Regular City Council Meeting of January 27, 2011.</u> | Approve Sherry Aguilar, City Clerk |
| *#7 | District 3 | <u>Consideration and Action on Resolution No. 2011-19, A Resolution of the Mayor and Council of the City of Surprise, Arizona to Accept a Quit Claim Deed for the Mountain Gate Well site located near Peoria and Bullard.</u> | Approve Randy Jackson, Information Technology |
| *#8 | District 1 | <u>Consideration and action on the approval of right of way acquisition associated with the PM-10 paving project located near 219th Avenue and Deer Valley.</u> | Approve Randy Jackson, Information Technology |

LIQUOR LICENSE:

| ITEM # | DISTRICT # | ITEM DESCRIPTION | STAFF RECOMMENDATION/ PRESENTED BY |
|--------|-------------------|--|--|
| #9 | District Citywide | <u>Consideration and action on a request by the Community and Recreation Services Department on behalf of the Arizona Major League Baseball Alumni for a Special Event Liquor License for February 20, 2011 at Surprise Stadium.</u> | Approve Mark A. Coronado, Interim City Manager |

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

| ITEM # | DISTRICT # | ITEM DESCRIPTION | STAFF RECOMMENDATION/ PRESENTED BY |
|--------|-------------------|--|---|
| #10 | District Internal | <u>Consideration and action on the appointment of Leslie Addis to the Loss Trust Fund Board, with the term expiring February 8, 2013.</u> | None Vice Mayor Hall and Council Member Villanueva |
| #11 | District Citywide | <u>Consideration and action to disperse \$15,000 from the Tourism Fund to Speedworld on behalf of Lucas Oil for support of their annual event scheduled for April 15-17, 2011 in Surprise.</u> | None Mark A. Coronado, Interim City Manager |
| #12 | District Citywide | <u>Consideration and action on the City of Surprise 2011 Strategic Plan.</u> | Approve Jeff Mihelich, Community & Economic Development |

REGULAR AGENDA ITEM - PUBLIC HEARING:

| ITEM # | DISTRICT # | ITEM DESCRIPTION | STAFF RECOMMENDATION/ PRESENTED BY |
|--------|------------|------------------|---------------------------------------|
|--------|------------|------------------|---------------------------------------|

- #13 District Citywide Consideration and action on Ordinance 2011-05, an ordinance of the Mayor and Council of the City of Surprise Arizona, to adopt a municipal code text amendment for Chapter 122 of the Surprise Municipal Code. Approve
Chris Boyd,
Community &
Economic
Development
- #14 District Citywide Discussion regarding funding made available under the Neighborhood Stabilization Program 3 (NSP 3) by the U.S. Department of Housing and Urban Development (HUD) under the Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank Act). No Action
Christina Ramirez,
Community &
Economic
Development
- #15 District Internal Consideration and possible action regarding proposed changes to the City of Surprise Municipal Code as it pertains to Boards, Committees and Commissions. No Action
Michael D. Bailey,
City Attorney

OTHER BUSINESS:

- #16 District Citywide Consideration and action on items to be placed on future agendas. None
Michael Bailey, Legal
Dept.
- #17 District Citywide Consideration and action to adjourn the Council Meeting and enter into executive session. None
Sherry Aguilar, City
Clerk

EXECUTIVE SESSION:

- #18 District Internal Pursuant to A.R.S. § 38-431.03(A)(3), the City Council may go into executive session with the City Attorney for legal advice on any item listed on the agenda. None
Michael Bailey, Legal
Dept.

Discussion/consultation with the City Attorney and City Manager to receive an update, to consider its position, and to provide instruction/direction to the City Attorney and City Manager regarding Surprise's position in connection with pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S. §38-431.03 (A)(3)(4));

Discussion/consultation with the City Attorney and City Manager to receive an update, to consider its position, and to provide instruction/direction to the City Attorney and City Manager regarding Surprise's position in connection with development agreements relating to public and private development in the area of the Loop 303 Corridor, which is the subject of negotiations. (A.R.S. §§ 38-431.03 (A)(3)(4))

Discussion/consultation with the City Attorney and City Manager to receive an update, to consider its position, and to provide instruction/direction to the City Attorney and City Manager regarding Surprise's position in connection with development agreements relating to public and private development in the area of the Dysart Road and Peoria Avenue, which is the subject of negotiations. (A.R.S. §§ 38-431.03 (A)(3)(4))

- #19 District Citywide Consideration and action on executive session items. None
Michael Bailey, Legal
Dept.

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: February 7, 2011 at 3:15 p.m.

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Regular City Council Meeting Agenda
16000 North Civic Center Plaza
Surprise, AZ 85374

Tuesday, February 8, 2011 @ 6:00 PM

CALL TO ORDER.

A. Roll Call

Mayor Truitt called the to order at 6:00 PM Surprise City Hall Council Chamber 16000 North Civic Center Plaza Surprise, Arizona 85374, on **Tuesday, February 8, 2011**. Also in attendance with Mayor Truitt were Vice Mayor Hall, Council Member Alton, Council Member Wolcott, Council Member Williams, Council Member Villanueva, and Council Member Woodard.

Staff Present: Interim City Manager, Mark Coronado, City Attorney, Michael Bailey, City Clerk, Sherry Aguilar, and Deputy City Clerk, Linda Stevens.

B. Pledge of Allegiance

C. Invocation

D. Current Events and Reports by Mayor and City Council - Pursuant to A.R.S. §38-431.02(k) the chief administrator, presiding officer or a member of a public body may present a brief summary of current events without listing the agenda the specific matters to be summarized, provided that 1) The summary is listed on the agenda; and 2) The public body does not propose, discuss, deliberate or take legal action at that meeting on any matter in the summary unless the specific matter is properly noticed for legal action.

Mayor and Council attended and/or commented on the following:

Vice Mayor Hall: Luke Air Force Base Awards, Community for all ages, Benevilla, interviews, Chamber Breakfast and Compassionate Surprise Meeting.

Council Member Woodard: Saturday coffee with Council Member Williams for districts 3 and 5 at City Hall.

Council Member Williams: new Police Chief, Shadow Ridge High School, Arizona Charter Academy and Relay for Life.

Council Member Wolcott: MAG Economic Development and Punta Colonet.

Council Member Villanueva: Chamber breakfast, Interview Chanel 11, February 19 Pride Day in Original Townsite and third Tuesday of month at Senior Center.

Council Member Alton: Neck surgery, Strategic Plan, Coffee first Tuesday of month at Sun City Grand.

Mayor Truitt: Women's Leadership luncheon, tour of Shadow Ridge High School Engineering Dept. and State of City of Surprise.

E. City Manager and Staff Reports:

#1. *Current Events - no reports

CALL TO THE PUBLIC:

Lyle Tuttle commented on state of the city and upcoming election question posed to City Attorney.

- G. Approval of items on the Consent Agenda - all items with an asterisk (*) are considered to be routine matters and will be enacted by one motion and one roll call vote to the City Council. There will be no separate discussion on these items unless a Councilmember requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.**

CONSENT AGENDA:

Vice Mayor Hall made the motion to approve consent agenda Council Member Williams seconded the motion. Seven yes votes. Motion carried.

***#2. Consideration and action on a liquor license application submitted by Rubio's Fresh Mexican Grill, 13736 W. Bell Road Suite #2, Surprise, Arizona**

85374 for a Series 12 Acquisition of Control for license #12074744 - APPROVED

***#3. Consideration and action on a liquor license application submitted by Eric Atkinson for Octane Lounge, 13420 W. Bell Rd #140, Surprise, Arizona 85374 for a Series 06 Interim Permit/Person Transfer - APPROVED**

***#4. Consideration and action on a liquor license application submitted by Lorraine Glaeser for Streets of New York #23, 13736 W. Bell Road, Surprise, Arizona 85374 for a Series 12 Interim Permit/New License - APPROVED**

***#5. Consideration and action on COS11-014 with Michael J Valente Contracting Inc for the construction of the Community Development Block Grant (CDBG) Sidewalk Improvement project in the amount of \$450,000 (Contract \$372,716 plus an owners contingency of \$77,284) and associated easements - APPROVED**

***#6. Consideration and action on the Regular City Council Work Session and Regular City Council Meeting of January 27, 2011 - APPROVED**

***#7. Consideration and Action on Resolution No. 2011-19, A Resolution of the Mayor and Council of the City of Surprise, Arizona to Accept a Quit Claim Deed for the Mountain Gate Well site located near Peoria and Bullard - APPROVED**

***#8. Consideration and action on the approval of right of way acquisition associated with the PM-10 paving project located near 219th Avenue and Deer Valley - APPROVED**

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

#9. Consideration and action on the appointment of Leslie Addis to the Loss Trust Fund Board, with the term expiring February 8, 2013 - APPROVED

Vice Mayor Hall introduced Ms. Addis and reported on her experience.

Vice Mayor Hall made the motion to approve the appointment of Leslie Addis to the Loss Trust Fund Board, with the term expiring February 8, 2013. Council Member Wolcott seconded the motion. Seven yes votes. Motion carried.

#10. Consideration and action to disperse \$15,000 from the Tourism Fund to Speedworld on behalf of Lucas Oil for support of their annual event scheduled for April 15-17, 2011 in Surprise - APPROVED

Interim City Manager, Mark Coronado gave a power point presentation regarding the event.

Council Member Wolcott inquired about advertisement and the impact on the region.

Council Member Alton inquired about annexation.

Vice Mayor Hall stated that economic impact is key.

Council Member Woodard stated that he is comfortable with the request.

Council Member Alton made the motion to approve dispersing \$15,000 from the Tourism Fund to Speedworld on behalf of Lucas Oil for support of their annual event scheduled for April 15-17, 2011 in Surprise. Council Member Villanueva seconded the motion. Seven yes votes. Motion carried.

#11. Consideration and action on the City of Surprise 2011 Strategic Plan - APPROVED

Community and Economic Development Director, Jeff Mihelich presented the final recommended Strategic Plan.

Mayor Truitt stated that brochure is a great reference.

Council Member Williams stated that this gives us a sense of direction and will help with the budget process.

Council Member Wolcott thanked staff for engaging the public.

No public comments were made.

Council Member Woodard made the motion to approve the City of Surprise 2011 Strategic Plan. Council Member Williams seconded the motion. Seven yes votes. Motion carried.

#12. Consideration and action on Ordinance 2011-05, an ordinance of the Mayor and Council of the City of Surprise Arizona, to adopt a municipal code text amendment for Chapter 122 of the Surprise Municipal Code - APPROVED AS AMENDED

Code Enforcement Manager, Chris Boyd gave a brief presentation regarding Proposition 203 and most recent discussion with planning and zoning and their recommendations.

Presentation

Council Member Wolcott commented on the state, browsers and rule making.

Council Member Alton commented on Churches, cultivation and increased crime in California.

Council Member Williams asked for clarification regarding owning and operating a dispensary.

Public Comments:

Charles Klar commented on the number of dispensaries.

Cameron Carter commented on dispensaries in C2.

A representative from a group of professional women commented on future dispensary.

Ken Wright commented on monitoring the professionals.

Chuck Fischell commented medical marijuana and requirements.

Council Member Woodard stated that advocates for C2 and C3.

Council Member Woodard made the motion to approve Ordinance 2011-05, a Municipal Code Text Amendment for Chapter 122 of the Surprise Municipal Code with amendments to Section 122-178 to define "Dwelling Units" as "A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation," Section 122-43(b) to conditionally permit medical marijuana dispensary in CC (Community Commercial) zoning designations, Section 122-120 to include that any dwelling unit will not be located within five hundred (500) feet of a medical marijuana dispensary, and Section 122-121 to include that any dwelling unit will not be located within five hundred (500) feet of a medical marijuana dispensary offsite cultivation facility. Council Member Williams seconded the motion. Seven yes votes. Motion carried.

#13. Discussion regarding funding made available under the Neighborhood Stabilization Program 3 (NSP 3) by the U.S. Department of Housing and Urban Development (HUD) under the Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank Act) - NO ACTION

Neighborhood Services Manager, Christina Ramirez gave a brief report

regarding NSP3.

Council Member Alton inquired about NSP3.

Council Member Williams inquired if this source be utilized for people who are losing their home.

Council Member Woodard inquired about sources of income.

No public comments were made.

#14. Consideration and possible action regarding proposed changes to the City of Surprise Municipal Code as it pertains to Boards, Committees and Commissions - NO ACTION

Vice Mayor Hall and Council Member Wolcott reported on their recommended changes.

Council Member Wolcott presented the following recommendations: align Boards/Commissions with Strategic Plan, consistent orientation for Boards/Commissions members; 4 year staggered terms, combine Quality of Life and Community Development Block Grant and expand to 9 members at large; duties would include revitalization, CDBG initiatives and sustainability; Disability Advisory Board will have language that it will meet at least twice a year; Judicial Selection Advisory Commission - eliminate the ex-officio position of the judge.

Vice Mayor Hall presented the following recommendations: Personnel Appeals Board change to 7 members all having voting rights; Teen Advisory Board will recommend candidates for the Youth Leadership Committee which will become a sub-committee of the Teen Advisory Board; Tourism Committee - member composition will include two representatives from the following: two hotels, two restaurants, one Chamber of Commerce and two members at large; Transportation Commission - will at least meet quarterly; Disabilities Advisory Board under the administrative leadership of Human Resources.

Council Member Williams commented on higher education.

Public Comments:

Andy Cepon stated that Arts and Cultural Advisory Board was not mentioned.

#15. Consideration and action on items to be placed on future agendas.

Council Member Alton: 1) Forensic audit with Surprise Municipal Property Corporation Funds 2) Streamline Business License requirements 3)

Synchronizing of street lights

Council Member Woodard: Work Session regarding Parliamentary Procedure

Council Member Williams: mending of roadways

#16. Consideration and action to adjourn the Council Meeting and enter into executive session.

Council Member Alton made the motion to approve adjourning the Council Meeting and enter into executive session at 8:34 p.m. Council Member Williams seconded the motion. Seven yes votes. Motion carried.

EXECUTIVE SESSION:

#17. Pursuant to A.R.S. § 38-431.03(A)(3), the City Council may go into executive session with the City Attorney for legal advice on any item listed on the agenda.

Discussion/consultation with the City Attorney and City Manager to receive an update, to consider its position, and to provide instruction/direction to the City Attorney and City Manager regarding Surprise's position in connection with pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S. §38-431.03 (A)(3)(4));

Discussion/consultation with the City Attorney and City Manager to receive an update, to consider its position, and to provide instruction/direction to the City Attorney and City Manager regarding Surprise's position in connection with development agreements relating to public and private development in the area of the Loop 303 Corridor, which is the subject of negotiations. (A.R.S. §§ 38-431.03 (A)(3)(4))

Discussion/consultation with the City Attorney and City Manager to receive an update, to consider its position, and to provide instruction/direction to the City Attorney and City Manager regarding Surprise's position in connection with development agreements relating to public and private development in the area of the Dysart Road and Peoria Avenue, which is the subject of negotiations. (A.R.S. §§ 38-431.03 (A)(3)(4))

#18. Consideration and action on executive session items - NO ACTION

ADJOURNMENT:

Mayor Truitt adjourned the Regular City Council Meeting of February 8, 2011 at

9:50 p.m.

L.E. Truitt, Mayor

ATTEST:

Sherry Ann Aguilar, City Clerk,

CERTIFICATION:

I, Sherry Ann Aguilar, City Clerk for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the of **Tuesday, February 8, 2011.**

Sherry Ann Aguilar, City Clerk,

[Agenda](#)[Minutes](#)[Close](#)

CITY OF SURPRISE
 Regular City Council Meeting Agenda
 16000 N. Civic Center Plaza
 Surprise, AZ 85374

Tuesday, February 22, 2011 @ 6:00 PM

Amended agenda on 2/17/11 at 5:55 p.m. - added revised Development Agreement to item #9

+ [Back](#) [Print](#)

CALL TO ORDER.

- A. Roll Call
- B. Pledge of Allegiance
- C. Invocation
- D. Current Events and Reports by Mayor and City Council – Pursuant to A.R.S. §38-431.02(k) the chief administrator, presiding officer or a member of a public body may present a brief summary of current events without listing the agenda the specific matters to be summarized, provided that 1) The summary is listed on the agenda; and 2) The public body does not propose, discuss, deliberate or take legal action at that meeting on any matter in the summary unless the specific matter is properly noticed for legal action.
- E. City Manager and Staff Reports:

#1 District Citywide ***Current Events**

No Action
 Mark Coronado,
 Interim City Manager

Regular City Council Meeting Agenda:

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the City Council, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the City Clerk before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address City Council on any item not on the agenda. At the conclusion of the open call, City Council may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

- G. Approval of items on the Consent Agenda – all items with an asterisk (*) are considered to be routine matters and will be enacted by one motion and one roll call vote to the City Council. There will be no separate discussion on these items unless a Councilmember requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

CONSENT AGENDA:

- | | | | |
|-----|-------------------|---|---------------------------------------|
| *#2 | District 6 | <u>Consideration and action on a liquor license application request for Chuy's Boss Hog Grill located at 13752 W Bell Rd, Suite 2, Surprise, Arizona 85374 for a Series 12 - Interim Permit/New License.</u> | Approve Sherry Aguilar, City Clerk |
| *#3 | District Citywide | <u>Consideration and action on the Special City Council Work Session of February 1, 2011 and the Regular City Council Meeting of February 8, 2011.</u> | Approve Sherry Aguilar, City Clerk |

- *#4 District Citywide Consideration and action on a contract amendment for the Professional Service Agreement with Heinfeld, Meech & Co., P.C. for the preparation of the City's Comprehensive Annual Financial Report (CAFR) for fiscal year 2009-10 in an amount not to exceed \$99,400. Approve
Scott McCarty, CFO
- *#5 District Citywide Consideration and action to approve a contract amendment for the Professional Services Agreement with EideBailly for the Annual Financial Audit Services in an amount not to exceed \$137,590.00. Approve
Scott McCarty, CFO
- *#6 District Citywide Consideration and action on Resolution No. 2011-16 to renew the current memorandum of understanding between the Surprise Police Department and the U.S. Marshals Service and continue to assign a Surprise Police Officer to the Violent Offender Task Force (VOTF). Approve
Police Chief Frazier
- *#7 District 2 Consideration and action on Resolution No. 2011-20, a resolution altering the speed limit to 45 mph from 35 mph on 115th Avenue from Bell Road to Union Hills Drive for both directions of travel. Approve
Robert Beckley,
Public Works

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

| ITEM # | DISTRICT # | ITEM DESCRIPTION | STAFF RECOMMENDATION/ PRESENTED BY |
|--------|-------------------|---|---|
| #8 | District 3 | <u>Consideration and action on Resolution 2011-23, a resolution of the Mayor and Council of the City of Surprise, Arizona, approving an amended final plat, entitled "Replat of Lot 27A," located generally on the northwest corner of Peoria Avenue and Solar Canyon Way and amending the Fiscal Year 2011 budget.</u> | Approve Jeff Mihelich, Community & Economic Development |
| #9 | District 3 | <u>Consideration and action on Resolution 2011-29, a resolution of the Mayor and Council of the City of Surprise, Arizona, approving the Gestamp Development Agreement between the City of Surprise and Gestamp Solar Steel USA.</u> | Approve Jeff Mihelich, Community & Economic Development |
| #10 | District Internal | <u>Consideration and possible action regarding Ordinance #2011-07, proposed changes to the City of Surprise Municipal Code as it pertains to Boards, Committees and Commissions.</u> | Approve Michael D. Bailey, Attorney |
| #11 | District Internal | <u>Discussion and action to appoint applicants to fill vacancies on a variety of City Boards & Commissions and to establish their term expirations.</u> | None Vice-Mayor Hall & Councilmember Wolcott |
| #12 | District Internal | <u>Discussion, consideration, and action on Resolution 2011-26 authorizing FY2010 budget adjustments</u> | Approve Scott McCarty, CFO |
| #13 | District Citywide | <u>Consideration and action on Resolution 2011-28 accepting the Monthly Financial Report as of January 31, 2011.</u> | Approve Scott McCarty, CFO |
| #14 | District Internal | <u>Consideration and action to amend City Code Sec. 3-50 Holidays to remove the fourth Friday in November and add Columbus Day</u> | Approve April Reynolds, Human Resources |
| #15 | District Internal | <u>Consideration and action on Ordinance #2011-04; an ordinance amending Section 3-41 Personnel Appeals Board of the City Municipal Code.</u> | None April Reynolds, Human Resources |
| #16 | District Internal | <u>Review and consideration on Personnel Appeals Board (PAB)</u> | None |

member staggered term revisions resulting from the Municipal Code, Section 3-41 changes which updated the PAB composition from nine (9) alternate and regular members to seven (7) regular members.

April Reynolds,
Human Resources
Director

#17 District Internal Consideration and action on the Joint Recommendation of Action (JRA) between the City Manager and Meet and Confer group represented by the Surprise Police Employee Association (SPEA) for 2010-2011.

Approve
Interim City
Manager, Mark
Coronado

#18 District Internal Consideration and action on the Joint Recommendation of Action (JRA) between the City Manager and Meet and Confer group represented by the Northwest Valley Firefighters Association (NVFA) 2010-2011.

Approve
Interim City
Manager, Mark
Coronado

#19 District Internal Consideration and possible action regarding City of Surprise audits, audit reports and possibility of forensic audit.

None
Richard Alton,
Council member

REGULAR AGENDA ITEM - PUBLIC HEARING:

**STAFF
RECOMMENDATION/**

ITEM # DISTRICT # ITEM DESCRIPTION

PRESENTED BY

#20 District Citywide Consideration and action on FY 2010 Action Plan amendment needed to apply for \$1,329,844 in Neighborhood Stabilization Program 3 funds (NSP 3) made available by the U.S. Department of Housing and Urban Development (HUD) under the Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank Act).

Approve
Christina Ramirez,
Community &
Economic
Development

OTHER BUSINESS:

#21 District Citywide Consideration and action on items to be placed on future agendas.

None
Michael Bailey, Legal
Dept.

#22 District Citywide Consideration and action to adjourn the Council Meeting and enter into executive session.

None
Sherry Aguilar, City
Clerk

EXECUTIVE SESSION:

#23 District Internal Pursuant to A.R.S. § 38-431.03(A)(3), the City Council may go into executive session with the City Attorney for legal advice on any item listed on the agenda.

None
Michael Bailey, Legal
Dept.

#24 District Citywide Consideration and action on executive session items.

None
Michael Bailey, Legal
Dept.

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: February 17, 2011 at 5:55 p.m.

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT

MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.

Regular City Council Meeting Minutes - February 22, 1011

#20. Consideration and action on FY 2010 Action Plan amendment needed to apply for \$1,329,844 in Neighborhood Stabilization Program 3 funds (NSP 3) made available by the U.S. Department of Housing and Urban Development (HUD) under the Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank Act) - APPROVED

Neighborhood Services Manager, Christina Ramirez reported on the NSP amendment.

Vice Mayor Hall inquired about the amount of homes to date.

No public comments were made.

Council Member Alton made the motion to approve FY 2010 Action Plan amendment needed to apply for \$1,329,844 in Neighborhood Stabilization Program 3 funds (NSP 3) made available by the U.S. Department of Housing and Urban Development (HUD) under the Wall Street Reform and Consumer Protection Act of 2010 (Dodd-Frank Act). Council Member Villanueva seconded the motion. Five yes votes. Motion carried.

#21. Consideration and action on items to be placed on future agendas - NONE

#22. Consideration and action to adjourn the Council Meeting and enter into executive session - NONE

EXECUTIVE SESSION:

#23. Pursuant to A.R.S. § 38-431.03(A)(3), the City Council may go into executive session with the City Attorney for legal advice on any item listed on the agenda.

#24. Consideration and action on executive session items.

ADJOURNMENT:

Vice Mayor Hall adjourned the Regular City Council Meeting of February 22, 2011 at 9:51 p.m.

Regular City Council Meeting Minutes - February 22, 1011

L.E. Truitt, Mayor

ATTEST:

Sherry Ann Aguilar, City Clerk,

CERTIFICATION:

I, Sherry Ann Aguilar, City Clerk for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Regular City Council Meeting of **Tuesday, February 22, 2011.**

Sherry Ann Aguilar, City Clerk,

Tab 4

Project Summary for NSP3

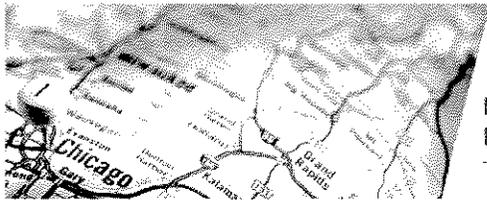
| Project Name | Total Housing Units | NSP3Need Score |
|--|----------------------------|-----------------------|
| NSP 3 West | 16915 | 17.33 |
| NSP3 East | 8802 | 17.33 |
| Total Housing Units for All Shapes: 25717 | | |
| Total NSP3 Need Score: 17.33 | | |

MONDAY, FEBRUARY 28, 2011



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Neighborhood Stabilization Program Grants

The Neighborhood Stabilization Program (NSP) provides grants to address the problems associated with homes that have been foreclosed upon and are creating economic problems for their communities.

Enter an Address, city or state Go

Select a State Select a County Go

Map Options : Clear | Reset

Click Mode: Zoom | Info

NSP3 Legend (%): Tract Outline

LOG OUT

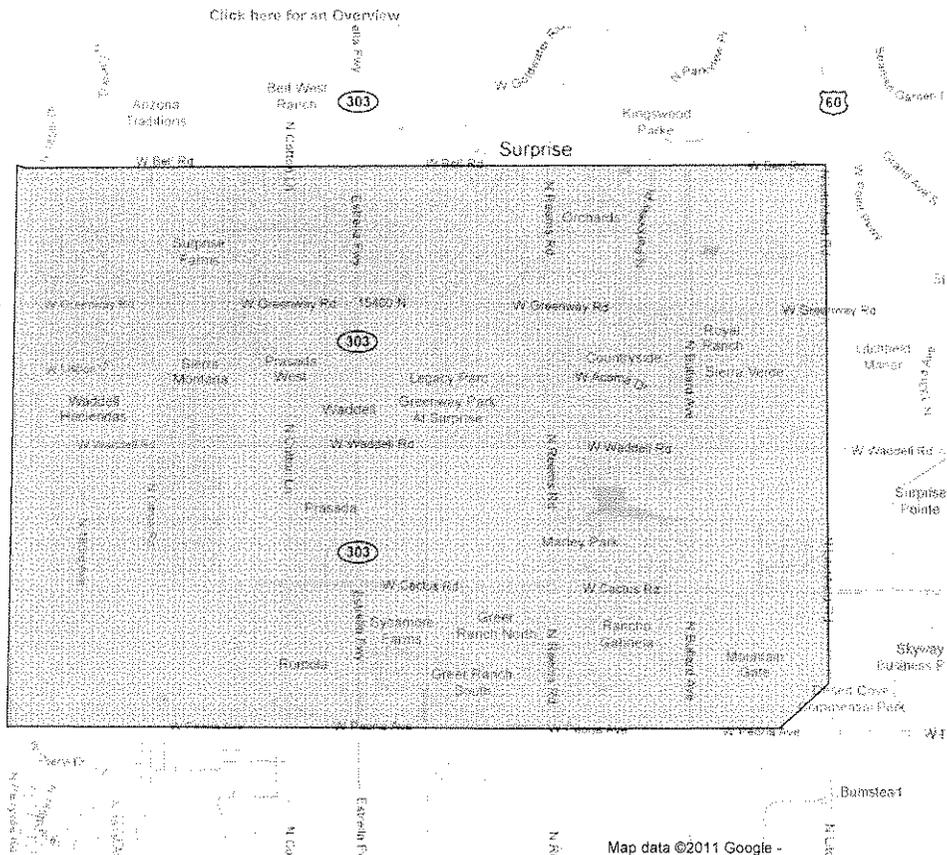
NSP3 Options

13 Current Zoom Level

Show Tracts Outline (Zoom 11+)

[METHODOLOGY](#) [INSTRUCTIONS](#)

The NSP3 mapping tool now provides a summary NSP3 score for all projects drawn. Click on "View Projects", which will list all of the projects (target areas) that have data calculated. It shows the NSP3 score for each target area along with the total estimated housing units in that area. At the bottom of the list is a sum of all housing units in all target areas and the NSP3 score for all target areas drawn. Grantees are advised to know their state minimum and if the summary score is less than the state minimum the grantee should delete, add, or revise target areas. Note that if you delete or add, the tool only recalculates after you close the "View Projects" box and reopen it. HUD also advises grantees to think carefully about the size of their target areas in total. If those target areas have a very large number of total housing units relative to the dollars available, HUD will likely ask that the grantee reduce the number and/or size of their target areas.



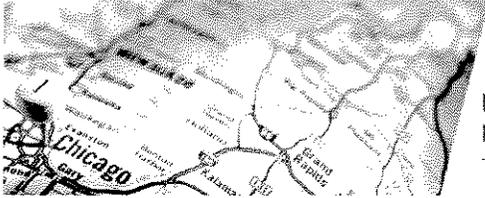
Map data ©2011 Google

MONDAY, FEBRUARY 28, 2011



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Neighborhood Stabilization Program Grants

The Neighborhood Stabilization Program (NSP) provides grants to address the problems associated with homes that have been foreclosed upon and are creating economic problems for their communities.

Enter an Address, city or state Go

Select a State Select a County Go

Map Options : Clear | Reset

Click Mode: Zoom | Info

NSP3 Legend (%): Tract Outline

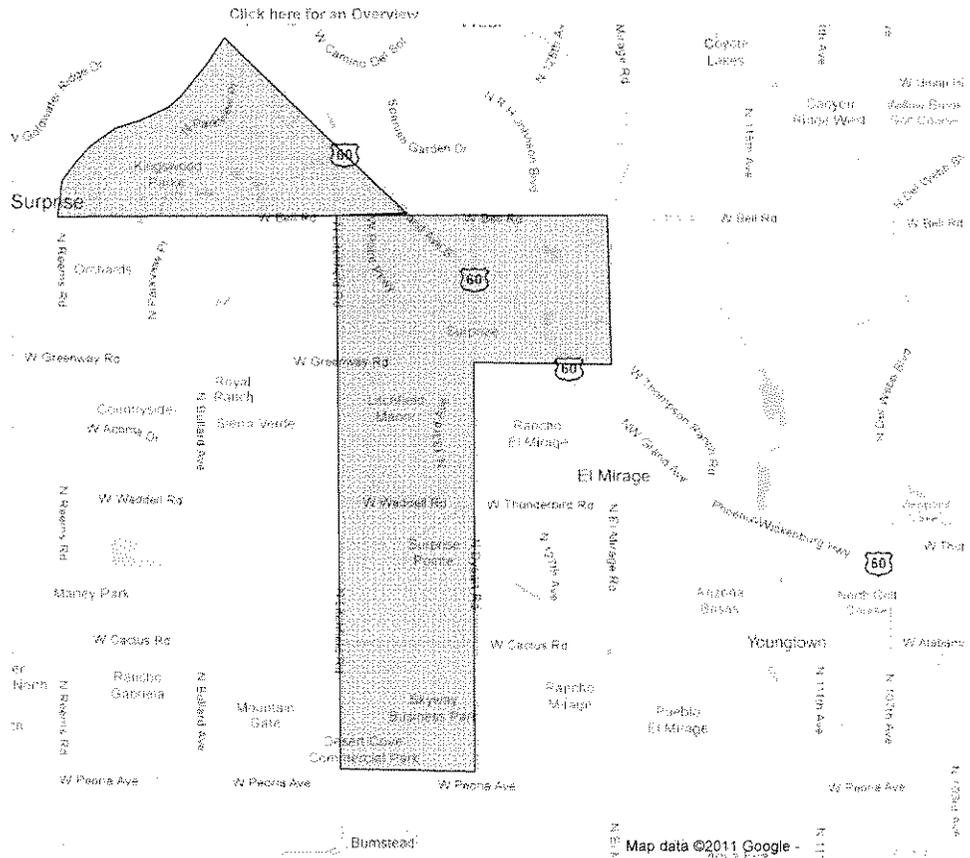
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NSP3 Options

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Neighborhood ID: 6543151

NSP3 Planning Data

Grantee ID: 0404560E,0401300C

Grantee State: AZ

Grantee Name: SURPRISE CITY, MARICOPA COUNTY

Grantee Address: 16000 N. Civic Center Plaza Surprise AZ 85374

Grantee Email: christina.ramirez@surpriseaz.gov

Neighborhood Name: NSP 3 West

Date: 2011-02-27 00:00:00

NSP3 Score

The neighborhoods identified by the NSP3 grantee as being the areas of greatest need must have an individual or average combined index score for the grantee's identified target geography that is not less than the lesser of 17 or the twentieth percentile most needy score in an individual state. For example, if a state's twentieth percentile most needy census tract is 18, the requirement will be a minimum need of 17. If, however, a state's twentieth percentile most needy census tract is 15, the requirement will be a minimum need of 15. If more than one neighborhood is identified in the Action Plan, HUD will average the Neighborhood Scores, weighting the scores by the estimated number of housing units in each identified neighborhood.

Neighborhood NSP3 Score: 17.33

State Minimum Threshold NSP3 Score: 17

Total Housing Units in Neighborhood: 16915

Area Benefit Eligibility

Percent Persons Less than 120% AMI: 43.41

Percent Persons Less than 80% AMI: 23.64

Neighborhood Attributes (Estimates)

Vacancy Estimate

USPS data on addresses not receiving mail in the last 90 days or "NoStat" can be a useful measure of whether or not a target area has a serious vacancy problem. For urban neighborhoods, HUD has found that neighborhoods with a very high number vacant addresses relative to the total addresses in an area to be a very good indicator of a current for potentially serious blight problem.

The USPS "NoStat" indicator can mean different things. In rural areas, it is an indicator of vacancy. However, it can also be an address that has been issued but not ever used, it can indicate units under development, and it can be a very distressed property (most of the still flood damaged properties in New Orleans are NoStat). When using this variable, users need to understand the target area identified.

In addition, the housing unit counts HUD gets from the US Census indicated above are usually close to the residential address counts from the USPS below. However, if the Census and USPS counts are substantially different for your identified target area, users are advised to use the information below with caution. For example if there are many NoStats in an area for units never built, the USPS residential address count may be larger than the Census number; if the area is a rural area largely served by PO boxes it may have fewer addresses than housing units.

USPS Residential Addresses in Neighborhood: 24001

Residential Addresses Vacant 90 or more days (USPS, March 2010): 0

Residential Addresses NoStat (USPS, March 2010): 3430

Foreclosure Estimates

HUD has developed a model for predicting where foreclosures are likely. That model estimates serious delinquency rates using data on the leading causes of foreclosures - subprime loans (HMDA Census Tract data on high cost and highly leveraged loans), increasing unemployment (BLS data on unemployment rate change), and fall in home values (FHFA data on house price change). The predicted serious delinquency rate is then used to apportion the state total counts of foreclosure starts (from the Mortgage Bankers Association) and REOs (from RealtyTrac) to individual block groups.

Total Housing Units to receive a mortgage between 2004 and 2007: 21729

Percent of Housing Units with a high cost mortgage between 2004 and 2007: 20.29

Percent of Housing Units 90 or more days delinquent or in foreclosure: 13.93

Number of Foreclosure Starts in past year: 1858

Number of Housing Units Real Estate Owned July 2009 to June 2010: 1214

HUD is encouraging grantees to have small enough target areas for NSP 3 such that their dollars will have a visible impact on the neighborhood. Nationwide there have been over 1.9 million foreclosure completions in the past two years. NSP 1, 2, and 3 combined are estimated to only be able to address 100,000 to 120,000 foreclosures. To stabilize a neighborhood requires focused investment.

Estimated number of properties needed to make an impact in identified target area (20% of REO in past year): 371

Supporting Data

Metropolitan Area (or non-metropolitan area balance) percent fall in home value since peak value (Federal Housing Finance Agency Home Price Index through June 2010): -38.1

Place (if place over 20,000) or county unemployment rate June 2005: 4.62

Place (if place over 20,000) or county unemployment rate June 2010: 10.21

Bureau of Labor Statistics Local Area Unemployment Statistics

Market Analysis:

HUD is providing the data above as a tool for both neighborhood targeting and to help inform the strategy development. Some things to consider:

1. Persistent Unemployment. Is this an area with persistently high unemployment? Serious consideration should be given to a rental strategy rather than a homeownership strategy.
2. Home Value Change and Vacancy. Is this an area where foreclosures are largely due to a combination of falling home values, a recent spike in unemployment, and a relatively low vacancy rate? A down payment assistance program may be an effective strategy.
3. Persistently High Vacancy. Are there a high number of substandard vacant addresses in the target area of a community with persistently high unemployment? A demolition/land bank strategy with selected acquisition rehab for rental or lease-purchase might be considered.
4. Historically low vacancy that is now rising. A targeted strategy of acquisition for homeownership and rental to retain or regain neighborhood stability might be considered.
5. Historically high cost rental market. Does this market historically have very high rents with low vacancies? A strategy of acquiring properties and developing them as long-term affordable rental might be considered.

Latitude and Longitude of corner points

-112.460003 33.638204 -112.359409 33.638633 -112.359066 33.585165 -112.365246 33.580589

-112.394943 33.580446 -112.462406 33.580589 -112.461033 33.638490

Blocks Comprising Target Neighborhood

040130506022012, 040130506022000, 040130506022013, 040130610071002, 040130610071029,
040130610071030, 040130610071032, 040130610071036, 040130610071033, 040130610071025,
040130610072024, 040130610073030, 040130610073021, 040130610074007, 040130610074010,
040130610074012, 040130610074011, 040130610074009, 040130610074008, 040130610072000,
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040130610082035, 040130610082034, 040130610082033, 040130610082032, 040130610082031,
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040130610072025, 040130610072026, 040130610073022, 040130610073035, 040130610073029,
040130610073020, 040130610074000, 040130610074016, 040130610074015, 040130610074014,
040130610074013, 040130610074006, 040130610074005, 040130610074004, 040130610074001,
040130610074003, 040130610074002,

Neighborhood ID: 4084136

NSP3 Planning Data

Grantee ID: 0401300C,0404560E

Grantee State: AZ

Grantee Name: MARICOPA COUNTY,SURPRISE CITY

Grantee Address: 16000 N. Civic Center Plaza Surprise AZ 85374

Grantee Email: christina.ramirez@surpriseaz.gov

Neighborhood Name: NSP3 East

Date:2011-02-27 00:00:00

NSP3 Score

The neighborhoods identified by the NSP3 grantee as being the areas of greatest need must have an individual or average combined index score for the grantee's identified target geography that is not less than the lesser of 17 or the twentieth percentile most needy score in an individual state. For example, if a state's twentieth percentile most needy census tract is 18, the requirement will be a minimum need of 17. If, however, a state's twentieth percentile most needy census tract is 15, the requirement will be a minimum need of 15. If more than one neighborhood is identified in the Action Plan, HUD will average the Neighborhood Scores, weighting the scores by the estimated number of housing units in each identified neighborhood.

Neighborhood NSP3 Score: 17.33

State Minimum Threshold NSP3 Score: 17

Total Housing Units in Neighborhood: 8802

Area Benefit Eligibility

Percent Persons Less than 120% AMI: 65.24

Percent Persons Less than 80% AMI: 44.64

Neighborhood Attributes (Estimates)

Vacancy Estimate

USPS data on addresses not receiving mail in the last 90 days or "NoStat" can be a useful measure of whether or not a target area has a serious vacancy problem. For urban neighborhoods, HUD has found that neighborhoods with a very high number vacant addresses relative to the total addresses in an area to be a very good indicator of a current for potentially serious blight problem.

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USPS Residential Addresses in Neighborhood: 10717

Residential Addresses Vacant 90 or more days (USPS, March 2010): 149

Residential Addresses NoStat (USPS, March 2010): 1103

Foreclosure Estimates

HUD has developed a model for predicting where foreclosures are likely. That model estimates serious delinquency rates using data on the leading causes of foreclosures - subprime loans (HMDA Census Tract data on high cost and highly leveraged loans), increasing unemployment (BLS data on unemployment rate change), and fall in home values (FHFA data on house price change). The predicted serious delinquency rate is then used to apportion the state total counts of foreclosure starts (from the Mortgage Bankers Association) and REOs (from RealtyTrac) to individual block groups.

Total Housing Units to receive a mortgage between 2004 and 2007: 8342

Percent of Housing Units with a high cost mortgage between 2004 and 2007: 23.31

Percent of Housing Units 90 or more days delinquent or in foreclosure: 14.75

Number of Foreclosure Starts in past year: 720

Number of Housing Units Real Estate Owned July 2009 to June 2010: 471

HUD is encouraging grantees to have small enough target areas for NSP 3 such that their dollars will have a visible impact on the neighborhood. Nationwide there have been over 1.9 million foreclosure completions in the past two years. NSP 1, 2, and 3 combined are estimated to only be able to address 100,000 to 120,000 foreclosures. To stabilize a neighborhood requires focused investment.

Estimated number of properties needed to make an impact in identified target area (20% of REO in past year): 144

Supporting Data

Metropolitan Area (or non-metropolitan area balance) percent fall in home value since peak value (Federal Housing Finance Agency Home Price Index through June 2010): -38.1

Place (if place over 20,000) or county unemployment rate June 2005: 4.8

Place (if place over 20,000) or county unemployment rate June 2010: 10.6

¹Bureau of Labor Statistics Local Area Unemployment Statistics

Market Analysis:

HUD is providing the data above as a tool for both neighborhood targeting and to help inform the strategy development. Some things to consider:

1. Persistent Unemployment. Is this an area with persistently high unemployment? Serious consideration should be given to a rental strategy rather than a homeownership strategy.
2. Home Value Change and Vacancy. Is this an area where foreclosures are largely due to a combination of falling home values, a recent spike in unemployment, and a relatively low vacancy rate? A down payment assistance program may be an effective strategy.
3. Persistently High Vacancy. Are there a high number of substandard vacant addresses in the target area of a community with persistently high unemployment? A demolition/land bank strategy with selected acquisition rehab for rental or lease-purchase might be considered.
4. Historically low vacancy that is now rising. A targeted strategy of acquisition for homeownership and rental to retain or regain neighborhood stability might be considered.
5. Historically high cost rental market. Does this market historically have very high rents with low vacancies? A strategy of acquiring properties and developing them as long-term affordable rental might be considered.

Latitude and Longitude of corner points

-112.394600 33.638633 -112.393913 33.642348 -112.392025 33.644349 -112.390308 33.645921
-112.387218 33.647779 -112.383957 33.648636 -112.380524 33.649922 -112.378979 33.651065
-112.375717 33.654352 -112.373486 33.657067 -112.350655 33.639061 -112.359409 33.638775
-112.358894 33.581733 -112.341900 33.581447 -112.342072 33.623625 -112.324905 33.623482
-112.325420 33.638918

Blocks Comprising Target Neighborhood

040130609001007, 040130608001000, 040130608001016, 040130608001015, 040130608001014,
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040130405084026, 040130405084006,

Tab 5



Maricopa HOME Consortium
(October 4, 2005)

Minimum Basic Housing Rehabilitation Standards

Preface

- I. Site Conditions**
- II. Foundations**
- III. Structural Integrity**
- IV. Roofs**
- V. Interior Walls**
- VI. Kitchen Facilities**
- VII. Baths**
- VIII. Bedrooms**
- IX. General Electrical**
- X. General Plumbing**
- XI. Weather Tightness**
- XII. Re-roofing Specifications**

Preface:

The purpose of these standards is to establish guidelines, define when the Entitlement Community will undertake a rehabilitation project, and what must be accomplished to qualify the project as a success as dictated by the Uniform Housing Code.

HUD regulations require that all houses receiving major rehabilitation work be brought up to a minimum standard. This document represents the Maricopa HOME Consortium's efforts to meet HUD's requirements. Although the text of this document makes reference to Entitlements, the intent is an agreed upon rehabilitation standard for each member of the Maricopa HOME Consortium as a collective. Each member may exceed the standard herein.

The Maricopa HOME Consortium Minimum Housing Rehabilitation Standards are derived from the standards established by the (NARRP) "Nationally Applicable Recommended Rehabilitation Provisions" of May 1997*, which are based on the provisions of the Uniform Building Code (UBC), Uniform Housing Codes, and HUD Section 8 Minimum Housing Quality Standards.

The NARRP was prepared for HUD by the NaHB research Center, Inc., Building Technology, Inc., Koffel Associates, Inc. And Melvyn Green and Associates, Inc. For purposes of this document the following definitions are applicable:

Rehabilitation: A method to provide decent, safe and sanitary housing to low and moderate-income individuals; it is not a method to provide remodeling and/or renovation.

Standard Housing: A well-maintained residential structure constructed on a permanent, stable foundation exemplifying solid structural integrity reflecting weather tightness that insulates against the elements and that incorporates the basic mechanical systems of plumbing, electricity, heating, hot water, toilet facilities, and kitchen facilities as prescribed in the UBC.

Sub-Standard Housing: A residential housing unit that lacks any of the following: A permanent solid foundation, exemplifies a lack of structural integrity and weather tightness; lacks minimal insulation, has deficiencies in the basic mechanical systems in that they do not meet current UBC, or evidences deferred maintenance to the degree that the structure becomes subject to increased decay.

The following standards are set forth only as minimum standards and should be reviewed by contractors, developers, homeowners and city/county officials as minimum requirements that provide guidance in undertaking rehabilitation projects. Consideration will be given to the requirements established by the Entitlement Community's Building Department and Fire Department, prior to beginning rehabilitation work. Some of the standards may exceed minimum code requirements of the Uniform Housing Codes but they are being presented to meet minimum quality standards required by HUD.

This Rehabilitation Standard recognizes the National FHA standards as a base quality guide which is used in local and state requirements for housing construction. National standards for housing include:

UBC - Uniform Building Code
UPC - Uniform Plumbing Code
ASTM - American Standard Testing Material
NEC - National Electrical Code
*ASHRAE - American Society of Heating,
Refrigeration, and Air
Conditioning Engineers*
Radon Gas Regulations
Section 504, Rehabilitation Act of 1973
Fair Housing Amendments Act of 1988
American with Disabilities Act of 1992
Fair Housing Accessibility Guideline
Model Energy Code (MEC)
Flood Plain Regulations
Noise Regulations
Asbestos Regulations
Lead Base Paint Poison Prevention Act
High Pressure Gas Regulations
PCB Regulations
NFPA - National Fire Protection Association
Wet Land Regulations
Uniform Federal Accessibility Standards
American National Standards Institute
*Minimum Property Standards for
Multifamily Housing HUD 4910.1*
Termite Control Requirements

I. Site Conditions must meet the following criteria:

Positive Drainage: All drainage on a site should drain away from the house and other accessory buildings, but not toward any adjoining houses or structures. Drainage should be toward the street, alley, or easement, and facilitated by elevation around structures or construction of swales.

Architectural Barriers: In recognition of the Americans with Disabilities Act, every effort should be taken to remove barriers to the handicapped or elderly. These will include installation of handrails on staircases with more than three tiers, ensuring that the height of each step does not exceed four to seven inches in height and nine inches in tread width. When pouring new sidewalks and stoops, ramping should be considered as an

alternative to steps. Tripping situations caused by uplifting of sidewalks, tree roots, or other barriers should be removed.

Holes or Depressions: Holes or depressions of more than six inches in diameter should be filled to correct drainage problems and remove safety hazards. Trees, Bushes and Grassed Areas: Trees that present a safety hazard because electrical wiring runs through them must be trimmed as directed by SRP or APS electrical utilities. Trees that could damage the structural integrity of an adjoining building above or below the foundation should be removed. All unsightly and overgrown trees in the yard and in the right-of-way should be trimmed as prescribed by the Entitlements Codes. Bushes and brush in a yard should be trimmed in the same manner, but any vegetation on the property line will require approval in writing by the adjoining property owners. While the installation of grass is not proposed to be a standard, the property owner is required to keep all ground vegetation below eight inches, excluding flowers and other similar plants. However, the maintenance of lawns is strongly encouraged.

Dilapidated and Accessory Buildings: Any structure that is in a state of disrepair or collapse must be repaired or demolished, and any collection of building materials.

Bulk Trash: Bulk trash, including refrigerators, stoves, washers, dryers and other appliances; un-licensed automobiles and other vehicles; and improperly stored construction materials or firewood, is bulk trash and should be removed or appropriately stacked as prescribed by the Entitlement's Nuisance Ordinance.

Sidewalks: All accesses to residential structures should have a three and a half foot of sidewalk that connects with other sidewalks or driveways to provide access to the house that can be maintained for safe passage. Sidewalks from rear door entrances to garages, garbage disposal areas, and around to the front are not required and need not be provided unless they are needed to control drainage conditions.

Storm Gutters and Driveways: Deteriorated gutters on streets that impede drainage or cause a safety hazard should be reinstalled. This also applies to driveway approaches. Deteriorated driveways should be replaced as a second priority item; meaning that if the cost of rehabilitation exceeds prescribed thresholds they may be left as is. The installation of driveways is encouraged but is not necessary if costs reach predetermined thresholds.

Quality Standards Threshold: The property shall be free of those foreseeable hazards and adverse conditions which may affect the health and safety of the occupants or the structural soundness of the improvements, or which may impair the customary use and enjoyment of the property. The hazards include toxic chemicals, radioactive materials, other pollution, hazardous activities, potential damage from soil or other differential ground movements, ground water, inadequate surface drainage, flood, erosion, or other hazards located on or off site. The site must meet the standards set forth at 24 CFR Part 51, and HUD Handbook 4910.1, Section 606 for termite and decay protection.

II. Foundations must meet the following criteria:

Stability: The foundation must be stable and not sinking, window openings must be level, and top of foundation at base of structure must be level. The foundation should also be constructed of solid concrete meeting the Entitlements building codes. Reconstruction of foundations must adhere to the Entitlement's foundation design including the installation of rebar. Lack of stability beyond a reasonable level will preclude rehabilitation being undertaken. **Collapsed Sections:** Collapsed sections of foundations must be reconstructed as prescribed by the Entitlement jurisdictions code or a stamped engineer's blueprint. Consideration should be given to the degree to which the remaining foundation meets the minimum UBC.

Cracks: Inspectors should evaluate foundations to identify cracks, particularly at window areas. All cracks must be filled with epoxy, cement, and filled with appropriate cement materials. All cracks with more than a 1/8 inch spread must be investigated by a licensed engineer and have an appropriate treatment applied, if economically feasible.

Inappropriate Construction: All foundations constructed of brick, unfilled cement block, cinder block, mixtures of rock and cement, railroad ties, and other treated wood are unacceptable and will disqualify a structure from receiving rehabilitation unless the areas with faulty foundations can be reconstructed economically.

Spalling Foundation: Spalling refers to the condition exemplified by crumbling gravel or rock, decaying concrete, collapse of foundations in sections that do not expose dirt on the outside, etc. When these conditions exist, foundations must be treated with epoxy and concrete mixtures that will correct major deficiencies. Spalling of foundation surfaces of not less than one inch in depth may be left untreated, but treatment is recommended when rehabilitation cost thresholds are not an issue.

Quality Standards Threshold: Evaluation of the quality of installation and workmanship shall be evaluated against ASTM 04.01 and 04.02 for cement, concrete and aggregates or local code compliance reviews as determined appropriate by the inspector.

III. Structural Integrity must meet the following criteria:

Structural Integrity: This means that the exterior walls are weather tight and do not permit entry of water or wind into the interior. There cannot be any holes in the exterior walls, separation of siding materials, collapse of siding or deterioration of exterior siding materials. All exterior walls must be of standard construction with two-by-fours, 16 inches on center or 24 inches on new construction when appropriate. Insulation sheathing on the exterior, covered with approved exterior siding material, is to be installed when repairs are done.

Weather Tight Exterior Walls: In addition to the above siding considerations, there cannot be cavities between the exterior wall and windows, door entries, or openings at the rafters at the rim joist. All deficiencies must be corrected.

Additions: All additions to residential structures must be on a properly constructed foundation and must not evidence separation from the original structure. Many additions

in Arizona are constructed on concrete slabs that may cause separation. When these conditions exist, they may preclude rehabilitation from being undertaken.

Siding Material: Asbestos siding is not an inappropriate siding material unless it has become broken and detached and is exposing the insulation fabric to the weather. When possible, asbestos siding should be repaired. Asphalt siding is considered to be an inappropriate material by the Fire Safety Council. It may be covered by a fire retardant siding material when rehabilitation is undertaken. Only older deteriorating asphalt material will be considered for such treatment. Interior paneling, untreated plywood, sheetrock and other materials that do not hold up to the weather in the area are deemed inappropriate and must be removed.

Bearing Walls: Bearing walls in a structure should be identified and inspected for proper construction. No bearing walls may be removed when undertaking rehabilitation unless appropriate construction procedures are applied and required supports are installed to compensate for their removal.

Painting and Exterior Walls: While chipping, cracking and deteriorating paint is not a structural problem, the Entitlement's rehabilitation efforts require these conditions to be corrected. If the structure was built prior to 1978, in particularly when there are children residing in the house, the Entitlement requires that a lead-base paint analysis be conducted. When lead-base paint is found to exist on exterior walls they must be resided with an appropriate siding material. (See HUD Lead-Based Paint regulation.)

Historic Considerations: All structures in historic districts or those with architectural features that exemplify unique architectural characteristics must be given special consideration. The State Historic Preservation Office shall be involved in making specific decisions affecting these projects and on any home that was built 50 years ago or more.

Quality Standards Threshold: Evaluation of the quality of installation and workmanship shall be evaluated against ASTM 04.10 through 04.12 for wood, building construction and property management systems or local code compliance reviews as determined appropriate by the inspector.

IV. Roofs must meet the following criteria:

Roofing Specifications: Roofing specification requires that when replacing any roof with more than two layers of shingles, all roofing materials must be replaced to the deck for inspection by the Entitlement Community's Building Department prior to re-roofing. Re-roofing requires 30 lb. felt paper, and depending on the slope, T-locks, three tab, or roll roofing as prescribed by the City Code. Replacement of tile roofing or built-up roofing will be done to meet local codes.

Trusses and Supports: On structures over 50 years of age, the truss and support system of roofs must be inspected to ensure adequate construction. When deficiencies are identified, appropriate supports and truss systems must be reconstructed.

Chimneys: All non-functioning chimneys must be removed and the cavity repaired with

at least half inch weatherproof plywood. All exhaust vents must be located at least two feet above the roof; and all attic spaces must be vented through the roof or through other appropriate areas.

Slope Requirements: All roofs must have at least a four inch to one foot slope. Roof areas not having such a slope should be considered for reconstruction to meet minimum slope requirements. Reconstruction should occur whenever the reconstruction area is wider than nine feet on the stooped side and leaking cannot be prevented by installation of rolled roofing or rubberized roofing membrane.

Fascia and Soffit Board: All fascia and soffits around the perimeter of a roof should be inspected for deterioration and replaced, caulked, and painted when necessary. Houses exemplifying exposed rafters do not necessarily have to be reconstructed to cover with fascia and soffits. Fascia board, however, should be installed whenever gutters are in place or the gutters with the owners approval be removed.

Quality Standards Threshold: Evaluation of the quality of installation and workmanship shall be evaluated against ASTM 04.04 and 04.05 for roof and weatherproofing systems or local code compliance reviews as determined appropriate by the inspector.

V. Interior Walls must meet the following criteria:

Fire Barriers: Five-eighth inch Type X sheetrock is required under joist in garages that have a living area above them and on walls in garages adjoining living quarters. Five-eighth inch Type X sheetrock is also required when another structure is within five feet of the wall being reconstructed as part of the rehabilitation activity. No cardboard materials, paper materials, tar paper, or exterior insulation materials, such as fiber board, will be permitted in any walls.

All interior walls should be ½ inch sheetrock. Paneling materials must be placed over sheetrock.

Damaged Interior Walls: Holes in sheetrock must be repaired and precautions taken to prevent future damage by installation of door stops and other necessary measures. Water damaged sheetrock must be removed and replaced. In bathrooms, water proof green rock, blue rock or other similar drywall material must be utilized. Interior walls with decayed sheetrock must be repaired by installing new sheetrock, taping cracks, texturing and repainting.

Interior Trim in Baseboard: All damaged door trim and baseboard must be removed and replaced.

Paint: A lead-based paint analysis must be conducted on houses constructed prior to 1978 that evidence chipping, flaking, cracking and otherwise deteriorating paint. If testing reveals the existence of lead-based paint surfaces, they must be removed or covered as prescribed by HUD Lead-Based Paint regulations. **Ceilings:** All cracked or deteriorating ceilings require an inspection to determine the cause that generated the

problem. Every effort should be made to correct the problem before the ceiling is repaired. Cracks must be filled and retextured, and the ceiling completely repainted when treated. When ceiling material does not evidence fire retardation or solid construction, it should be replaced with ½ inch sheetrock and treated. Tile and Waterproof Areas: When there is decaying ceramic or plastic tile in bath or shower areas, the deteriorated area must be removed. Water proof sheetrock must be installed, and old or new tile reinstalled, grouted, and caulked. Backslashes in kitchens and above other sinks may also be required depending on the condition and layout of sinks and other plumbing. Minimum Interior Height Condition: All interior living areas are required to be at least seven and one-half (7 ½) feet in height. All interior door openings must be six feet, eight inches (6'8"). Rehabilitation will not be undertaken in rooms that do not provide at least seven (7) feet of head clearance.

Quality Standards Threshold: Evaluation of the quality of installation and workmanship shall be evaluated against ASTM 04.10 through 04.12 for wood, building construction and property management systems or local code compliance reviews as determined appropriate by the inspector.

VI. Kitchen Facilities must meet the following criteria:

Minimum Cabinet Requirements: All kitchens must have sufficient base cabinets to house a kitchen sink and provide at least 36 inches of usable counter-top area. At minimum, three feet of upper cabinets must be available to store dishes. These minimum requirements should be expanded to optimize kitchen storage areas, but within reasonable limits controlled by costs. When a cabinet's level of wear make it unsanitary or nonfunctional, it should be replaced. All replacement cabinets must be of minimum quality grade and approved by the project manager, prior to ordering.

Counter Tops: All counter tops showing evidence of wear, water damage, uplifting of surface material, etc. must be replaced. Replacement counter tops may include prefabricated laminated counter tops when walls are sufficiently square. When walls are not square and constructed of plaster materials, counter tops must be built in place, using a minimum of 5/8 inch plywood with plastic laminate on the plywood and on the front lip. Backsplash must be of the same laminated material or ceramic tile as prescribed by the homeowner and the City. Counter surface installations will of Formica grade or equal.

Faucets: All kitchen plumbing must be inspected to ensure that faucets and drain pipes work properly. When new counter tops require sink removal, new sinks and faucets must be provided if they show wear. All new sinks must be vented as prescribed by the Uniform Plumbing Code (UPC). New sinks must be 20 gauge (not the cheapest sinks available). New faucets must be Delta stainless steel. P-traps and other drains under the sink shall meet local Entitlement's code. Stoves, Refrigerators and Fans: Stoves, either gas or electrical, should be inspected. While the Entitlement does not usually provide stoves or refrigerators as part of the rehabilitation effort, deficiencies in appliances will be pointed out and on a case by case basis determination will be given to acquire new appliances. The Entitlement will install new fans over cooking areas.

Installation of fans sometimes requires installation of a cabinet for attachment of the fan.
Plumbing installation

Flooring: Worn flooring with uplifted tiles, missing tiles, and uplifted cracked areas, etc., require that new flooring be installed. The use of indoor, outdoor, or other carpeting is discouraged due to sanitation considerations. These conditions can be addressed by installing vinyl floor covering when the owner agrees to the treatment. The Entitlement will not install ceramic tile, vinyl tile, indoor/outdoor carpeting or wood covering in kitchen areas.

Lighting and Electrical: GFI outlet receptacles will be required on all duplex outlets within six feet of sink areas/water sources. Minimum lighting in kitchens will consist of one lighting fixture in the kitchen cooking area and one lighting fixture in an adjoining eating/dining area, if the lighting is inadequate. The use of fluorescent lighting is an acceptable alternative.

Quality Standards Threshold: In evaluation of the quality of installation all manufactured factory finished cabinets shall comply with ANSI A161.1-86, Recommended Minimum Construction and Performance for Kitchen and Vanity Cabinets, or local code compliance reviews as determined appropriate by the inspector.

All counter top material shall be phenolic laminate, vinyl plastic covering, ceramic tile, stainless steel or other material suitable for its intended use. All edges, including the sink and any built-in surface units, shall have a non-corrodible metal molding or other suitable edging.

VII. Baths must meet the following criteria:

Minimum Requirements: The minimum standard in a residential structure is as follows: One functional toilet, lavatory, towel rack, ring or hook, and either a shower or a bathtub. Any additional baths in a house, at minimum, must contain toilet stools, towel rack, ring or hook and a lavatory.

Sinks: All faucets must have hot and cold water knobs and must be in good functioning condition. The sink must have a proper drain with P-trap and be vented to the outside as prescribed by the Uniform Plumbing Code. Shut-off valves at the water line connection are required when replacements are made. Replacement of sinks will involve use of pre-finished medium grade vanities; one piece cultured marble sink tops and Delta or better faucets.

Ventilation: All bathrooms must have an operational window or a functional electric vent fan. Doors: All bathroom doors must be at least 28-inches wide by 6 feet 8 inches in height, and have locking doorknobs from the inside of the bathroom or have other ways of locking the door (standard bathroom door knobs). Where bathrooms are located next to kitchens, the Entitlement Code requires sealing gaskets on the door.

Tub Enclosures: All bath or shower facilities must have waterproof enclosures. These enclosures can include ceramic tile, plastic tile, or fiberglass molded enclosures. They may not include brick, linoleum, floor tile, or other permeable materials. On baths that do not have showers, an 18-inch high waterproof skirting must be provided utilizing any of the above acceptable materials.

Flooring: All bathroom flooring must be inspected at the base of the toilets to ensure that leaking is not occurring. When leaking has occurred and sub floor has rotted, the sub floor must be removed and replaced by half-an-inch plywood. Whenever a toilet is removed for any purpose, new toilet wax-ring gaskets must be installed. Any flooring material that permits water to seep into the sub floor is unacceptable. The Entitlement will replace substandard floors in bathrooms with vinyl sheet material. Carpeting in bathrooms is generally not be considered an appropriate floor material.

Medicine Cabinets and Mirrors: Because children should be prevented from easy access to medicine, cabinets are required in most bathrooms. Mirrors must also be provided when they are not present. The Entitlement will not purchase elaborate and expensive medicine cabinets with mirrors unless the homeowner is paying for them.

Lighting: All bathrooms must have at least one light that can be switched from the inside. Lights switched from the outside generally do not need to be moved, unless rewiring is to be conducted in the house. All receptacles must be GFI type in bathroom areas.

Quality Standards Threshold: In evaluation of the quality of installation, resilient flooring shall be installed over a suitable underlayment and in compliance with the recommendations of the manufacturer. The products used shall be installed in accordance with the manufacturer's instructions and/or recommendations. All flooring shall meet minimum FHA standards for quality.

Unless otherwise specified all fixtures will meet or exceed quality standards of Standard American brand.

VIII. Bedrooms must meet the following criteria:

Minimum Bedroom Sizes: The minimum size for a bedroom will be 7 feet by 10 feet, but larger sizes should be encouraged. When new construction is involved, minimum size will be 11 1/2 feet by 9 feet.

Closets: All bedrooms must have access to closets for storage of clothing. On existing housing, closets in adjoining hall areas are acceptable. **Windows:** All bedrooms must have an egress window in addition to the door. Egress windows must be no more than 44 inches from the floor and permit at least 5.7 square feet of egress area. Windows must be operable and have locking mechanisms.

Doors: All bedrooms must have a functional door that closes, which, preferably can be locked from the inside. The width must be at least 28 inches, but bedroom doors are commonly 30 inches wide or larger. When new construction is undertaken, a 32 inch door should be considered. The door cannot have punctures or holes. The door may be of hollow core material.

Lighting: All bedrooms must have one switchable light fixture, preferably in the interior of the bedroom next to the entrance.

Outlets: Outlets are required to permit coverage of the entire room by an appliance with a six-foot cord. Use of extension cords is discouraged and additional outlets should be provided whenever possible to avoid their use.

IX. General Electrical must meet the following criteria:

Service: All residential properties should have adequate electrical service to a mast above 10 feet from the ground. Each house must have a 110 and 220 voltage service and an electrical breaker box that is completely accessible. The electrical switch boxes on the exterior must be capable of being locked. Knob and Tube Wiring: Knob and tube wiring in attics is not acceptable when insulation covers the wires. This type of wiring needs to expel heat through the insulation and is considered to be a potential fire hazard when covered by insulation. Knob and tube wiring in attic must be replaced with romex whenever insulation is to be undertaken. Knob and tube wiring in walls where insulation is not to be accomplished may be left intact. It is the policy of the Entitlement rehabilitation programs not to do complete rewiring because it is beyond the scope of rehabilitation resources available to the Entitlement.

Ground Faults: Ground fault electrical outlets must be provided within six feet from any water source such as sink or lavatory. Also, they should be provided to provide coverage for all outdoor outlets and garages.

Safety Considerations: All electrical connections must be in enclosed metal or plastic electrical boxes. No hanging wires are permitted. All light fixtures should be inspected to ensure that they are solidly hung and that the electrical connections have not been loosened. All electrical fixtures that evidence wear must be replaced with new fixtures. All electrical outlets and switches must have tight cover plates. Any switches or outlets which are non-functional must be inspected by a licensed electrician and all electrical problems corrected. Light switches on staircases, must be double switched at the top and bottom of the stairs. Living quarters are preferred to be electrically switched at entrances. Exterior lighting at the front and back doors must be provided. These lights must be weather proof and switched from the interior at the access/egress point.

Service to Accessory Buildings: Electrical service to garages and large storage buildings must be inspected. If they are found to be inappropriate or lacking, service

may be provided, but only at minimal levels and the service should be ground faulted. Protection must be provided.

Quality Standards Threshold: In evaluation of the quality of installation all electrical work shall be performed in a workmanlike manner and in accordance with good usage and accepted practices. All materials shall be made and installed so they perform in accordance with their intended purposes.

X. General Plumbing must meet the following criteria:

Policy: With regard to plumbing, it is the policy of the Entitlement, when doing federally funded housing rehabilitation, to require the following minimum plumbing:

Type of Pipe: All repairs undertaken must be accomplished with standard copper pipe and with soldered fittings. Plastic and galvanized pipe that needs to be replaced may be repaired with similar materials. Whenever galvanized or lead pipe is found and is in significant disrepair, copper pipes will be used. Plastic or PVC pipe is a local code issue and allowed only as is permitted by the Entitlement.

Venting: The Uniform Plumbing Code requires that all drains be vented. All drains that are changed as a result of replacing fixtures must be vented in accordance with the Uniform Plumbing Code. All drains must be provided with appropriate P- traps and vented in accordance with the Uniform Plumbing Code.

Faucets: All replacement faucets provided by the Entitlement must be metal with chrome plating or stainless steel material. All faucets must be washerless. Consideration should be given to elderly or handicapped individuals requiring handicap faucet knobs to facilitate use of toilet and kitchen facilities.

Functional Sewer Lines: Each residential property must have its own functional sewer line. All houses with problems with sewage backup must be investigated and repairs made to the sewer line.

Shut-off Valves: All fixtures which are removed and replaced require the installation of shut-off valves. Preexisting conditions if not part of required repairs are not required to meet this standard.

Water Meter Readout: A water meter readout on the outside of the house must be provided whenever possible. Gas Meters: All gas meters located on the inside of the house, garage or storage room, must be moved to the outside of the house.

Vent Stacks: All vent stacks must be at least one foot above the roof and appropriately sealed to prevent infiltration of water. Water Heaters: In areas of high-water pressure, water heaters must have expansion tanks.

Quality Standards Threshold: In evaluation of the quality of installation for plumbing, each living unit shall be provided with a continuing and sufficient supply of safe water under adequate pressure and of appropriate quality for all household uses, and one that will not impair the functioning or durability of the plumbing system or attachments.

XI. Weather Tightness must meet the following criteria:

Policy: It is the policy of the Entitlement to assure weather tight residential structures that promote maximum conservation of energy. Primary Windows: The Entitlement recognizes that the replacement of primary windows can be very expensive. Primary windows are not to be replaced unless they are rotted and are permitting the infiltration of air or rain. Rotted sills and trim may be replaced or covered to eliminate decay or to cover lead-based paint. All primary windows should have locking devices for security.

Door: The Entitlement will provide steel insulated doors whenever the existing doors and door frames are in states of decay. When door jambs are still in good condition or the doors are of unusual sizes, solid core wood, prefinished or unfinished doors will be provided. All exterior doors should be provided with locking hardware and deadbolt security locks. All new and existing doors must be weather-stripped and a weather tight threshold installed when necessary. Use of hollow core veneer and panel doors are substandard and not acceptable.

Wall Insulation: The Entitlement will generally not provide wall insulation unless interior or exterior walls expose the studs during rehabilitation. When the framing is exposed, fiber glass rolled insulation must be installed. When siding is in bad condition or when there is evidence of lead-based paint, ½ inch insulating Styrofoam may be installed under new siding material.

Roof Insulation: All ceilings under attics or roofs must be insulated to at least an R-30 value. Blown-in insulation will be utilized to accomplish the work in the most economic fashion. If any other treatment is proposed by the owner, the owner will be responsible for the difference in the materials.

Exterior Siding Materials: Asbestos siding will be acceptable and will not be replaced unless over 25 percent of the exterior surface evidences broken or fallen siding. Asphalt siding is generally considered as a fire hazard by the Uniform Fire Code and old siding of this type should be considered for removal and be replaced. In some cases, the siding may be left as an insulating material. All holes in the walls (regardless of material type) must be repaired and cracks filled with caulking to prevent infiltration of the weather.

Exterior Siding Repairs: Exterior paneling materials such as unpainted plywood, sheetrock, tar paper, cardboard, or metal patches are unacceptable siding materials.

Quality Standards Threshold: In evaluation of the quality of installation in all siding, millwork and trim, knots, resinous wood, and nail holes shall be sealed with a prepared sealer or aluminum paint prior to puttying and priming. Any nail holes or cracks in surfaces to be painted shall be filled with putty. A prime coat shall be applied to all surfaces to be painted before or immediately after installation. Primer shall be formulated specifically for application to unfinished wood. Finish coats formulated to

serve as primers may be used. All sidings shall be finished in accordance with the manufacturer's direction.

XII. Re-roofing Specifications must meet the following criteria:

Housing rehabilitation with federal funds is generally for older houses that often were improperly constructed by today's code standards. Contractors are required to do much more extensive work on these houses to ensure that an adequate roofing job is provided. The following steps are required. All roofing material must be torn off to the deck when there is more than one layer of shingles on the roof or the section of roofing is more than 30-years-old. After tearing off the roof, the contractor must request an inspection from the Entitlement's Building Department to determine what repairs to the decking must be made. The rehabilitation standards require ½ inch CDX plywood instead of particle board. After making repairs required to the roof decking, the contractor must provide new flashing as needed, replace all rotted or broken fascia board and overlay the entire deck with thirty (30) pound felt. The contractor will then install T-lock shingles or rolled roofing over areas not meeting slope requirements as required by this code. Each T-lock shingle must have at least two nails.

The contractor is required to storm nail shingles along the edges of the roof and/or provide aluminum roof finish edge. All debris from the roof must be contained in a vehicle or other appropriate containers and removed from the site to an appropriate disposal area required by Entitlement Code. All debris must be removed from the site upon completion of the tearing-off portions of the work. The contractor will be sure that debris from the roofing does not damage vegetation or cause potential danger to residents or other persons.

Quality Standards Threshold: In evaluation of the quality of installation the edges will be squarely trimmed and no excess of tar or other water proofing materials will be left on home surfaces. The quality of installation and workmanship shall be evaluated against ASTM 04.04 and 04.05 for roof and weatherproofing systems or local code compliance reviews as determined appropriate by the inspector.

Tab 6

NSP 3 Substantial Amendment/Abbreviated Plan Checklist

Jurisdiction: City of Surprise
Lead Agency: City of Surprise
Jurisdiction Web Address: www.surpriseaz.gov

NSP Contact Person: Christina Ramirez
Address: 16000 N. Civic Center Plaza, Surprise AZ 85374
Telephone: 623-222-3238
Fax: 623-222-3001
Email: Christina.ramirez@surpriseaz.gov

The required elements in the substantial amendment/abbreviated action plan are:

A. Areas of Greatest Need

Does the submission identify a neighborhood or neighborhoods as being areas of greatest need with an individual or average combined index score for the grantee's identified target geography that is not less than the lesser of 17 or the 20th percentile most needy score in an individual state? See <http://www.hud.gov/nsp> for minimum thresholds.

Yes No

Verification found on page: Tab 4 – Page 1

Comments:

B. Distribution and Use of Funds

Does the submission contain a narrative describing how the distribution and uses of the grantee's NSP3 funds will meet the requirements of Section 2301(c)(2) of HERA, as amended by the Recovery Act and the Dodd-Frank Act, that funds be distributed to the areas of greatest need, including those with the greatest percentage of home foreclosures, with the highest percentage of homes financed by a subprime mortgage related loan, and identified by the grantee as likely to face a significant rise in the rate of home foreclosures?

Yes No

Verification found on page: Tab 2 – Page 2

Note: The grantee's narrative must address the three stipulated need categories in the NSP statute, but the grantee may also consider other need categories.

Comments:

C. Definitions and Descriptions

For the purposes of the NSP3, do the narratives include:

- a definition of “blighted structure” in the context of state or local law
Yes No Verification found on page: Tab 2 – Page 2
- a definition of “affordable rents”
Yes No Verification found on page: Tab 2 – Page 2
- a description of how the grantee will ensure continued affordability for NSP3 assisted housing
Yes No Verification found on page: Tab 2 – Page 3
- a description of housing rehabilitation standards that provide for improvements to increase energy efficiency or conservation of such homes and properties or to provide for a renewable energy source or sources on homes or properties that will apply to NSP3-assisted activities (including applicable Energy Star requirements)
Yes No Verification found on page: Tab 2 – Page 3; Tab 5
- a description of how the grantee will comply with rental housing preference
Yes No Verification found on page: N/A
- a description of how the grantee will meet the vicinity hiring requirement
Yes No Verification found on page: Tab 2 – Page 4

Comments:

D. Housing Market Conditions

Does the action plan narrative should specifically address how the grantee’s program design will address the local housing market conditions?

- Yes No Verification found on page: Tab 2 – Page 1

Comments:

E. Information By Activity

Does the submission contain information by activity describing how the grantee will use the funds, identifying:

- eligible use of funds under NSP3?
Yes No Verification found on page: Tab 2 – Page 5-8
- correlated eligible activity under CDBG?
Yes No Verification found on page: Tab 2 – Page 5-8

- the areas of greatest need addressed by the activity or activities?
Yes No Verification found on page: Tab 2 – Page 5-8
- expected benefit to income-qualified persons or households or areas?
Yes No Verification found on page: Tab 2 – Page 5-8
- appropriate performance measures for the activity?
Yes No Verification found on page: Tab 2 – Page 5-8
- amount of funds budgeted for the activity?
Yes No Verification found on page: Tab 2 – Page 5-8
- the name, location and contact information for the entity that will carry out the activity
Yes No Verification found on page: Tab 2 – Page 5-8
- expected start and end dates of the activity?
Yes No Verification found on page: Tab 2 – Page 5-8
- how the grantee shall, to the maximum extent feasible, provide for the hiring of employees who reside in the vicinity of NSP3 projects or contract with small businesses that are owned and operated by persons residing in the vicinity of such project, including information on existing local ordinances that address these requirements?
Yes No Verification found on page: Tab 2 – Page 4
- the procedures used to create preferences for the development of affordable rental housing developed with NSP3 funds?
Yes No Verification found on page: N/A

Comments:

F. Specific Activity Requirements

Does each activity narrative describe the general terms under which assistance will be provided, including:

If the activity provides financing,

- the range of interest rates (if any)
Yes No Verification found on page: N/A

If the activity provides housing,

- duration or term of assistance?
Yes No Verification found on page: Tab 2 – Page 3, 5-8
- tenure of beneficiaries (e.g., rental or homeownership)?
Yes No Verification found on page: Tab 2 – Page 3, 5-8

- does it ensure continued affordability?

Yes No

Verification found on page: Tab 2 – Page 3

- does the applicant indicate which activities will count toward the statutory requirement that at least 25% of funds must be used for housing individuals and families whose incomes do not exceed 50% of area median income?

Yes No

Verification found on page: Tab 2 – Page 3, 4, 7

Comments:

G. Low-Income Targeting

Has the grantee described how it will meet the statutory requirement that at least 25% of funds must be used for housing individuals and families whose incomes do not exceed 50% of area median income?

Yes No

Verification found on page: Tab 2 – Page 3

Has the grantee identified how the estimated amount of funds appropriated or otherwise made available will be used for housing individuals or families whose incomes do not exceed 50% of area median income?

Yes No

Verification found on page: Tab 2 – Page 3, 4, 7

Amount budgeted: \$332,461

Comments:

H. Demolition or Conversion of Low- And Moderate-Income Units

Does grantee plan to demolish or convert any low- and moderate-income dwelling units?

Yes No

Verification found on page: N/A

Does the substantial amendment include:

- The number of low- and moderate-income dwelling units—i.e., ≤ 80% of area median income—reasonably expected to be demolished or converted as a direct result of NSP-assisted activities?

Yes No

Verification found on page: N/A

- The number of NSP3 affordable housing units made available to low-, moderate-, and middle-income households—i.e., ≤ 120% of area median income—reasonably expected to be produced by activity and income level as provided for in DRGR, by each NSP3 activity providing such housing (including a proposed time schedule for commencement and completion)?

Yes No

Verification found on page: N/A

- The number of dwelling units reasonably expected to be made available for households whose income does not exceed 50 percent of area median income?
Yes No Verification found on page: N/A

Comments:

I. Public Comment Period

Was the proposed action plan amendment published via the grantee jurisdiction's usual methods and on the Internet for no less than 15 calendar days of public comment?

Yes No Verification found on page: Tab 3

Is there a summary of citizen comments included in the final amendment?

Yes No Verification found on page: Tab 3

J. Website Publication

The following documents are available on the grantee's website:

- Proposed NSP3 Substantial Amendment Yes No
- Final NSP3 Substantial Amendment Yes No
- Subsequent NSP3 Amendments Yes No

Website URL: <http://www.surpriseaz.gov/index.aspx?NID=2637>

K. SF424

Does the application contain the SF424 form?

Yes No

L. Certifications

(Note: Make sure grantee signs the correct certifications; non-entitlement local governments have to sign a different set of certifications)

Certifications for Entitlement Communities and States:

The following certifications are complete and accurate:

- | | | |
|---|---|-----------------------------|
| (1) Affirmatively Furthering Fair Housing | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-Displacement and Relocation Plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (3) Anti-Lobbying | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (4) Authority of Jurisdiction | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (5) Consistency with Plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (6) Acquisition and Relocation | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (8) Citizen Participation | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (9) Following a Plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (10) Use of Funds | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (11) a. Use NSP Funds ≤ 120 of AMI | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| b. No Recovery of Capital Costs through Special Assessments | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

- | | | |
|--|---|-----------------------------|
| (12) Excessive Force | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (13) Compliance with Anti-Discrimination Laws | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (14) Compliance with Lead-Based Paint Procedures | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (15) Compliance with Laws | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

Certifications for Non-Entitlement Communities: N/A

The following certifications are complete and accurate:

- | | | |
|---|------------------------------|-----------------------------|
| (1) Affirmatively Furthering Fair Housing | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-Displacement and Relocation Plan | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (3) Anti-Lobbying | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (4) Authority of Jurisdiction | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (5) Consistency with Plan | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (6) Acquisition and Relocation | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (8) Citizen Participation | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (9) Use of Funds | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (10) a. Use NSP Funds ≤ 120 of AMI | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| b. No Recovery of Capital Costs through Special Assessments | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (11) Excessive Force | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (12) Compliance with Anti-Discrimination Laws | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (13) Compliance with Lead-Based Paint Procedures | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (14) Compliance with Laws | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Substantially Complete

Is the amendment substantially incomplete?

Yes No

If the amendment is substantially incomplete, set for the basis of that determination by using the following as a guide:

- The amendment was developed without the requires citizen participation.
- The amendment fails to satisfy all of the required elements in the Notice.

Comments:

Recommended for approval

Recommended for disapproval

Date amendment disapproved (in part or in its entirety): [Click here to enter a date.](#)

Note: Written notification of disapproval must be communicated to the applicant in accordance with 24 CFR 91.500(c). If disapproved, provide documentation, including dates and times on incompleteness determination and discussions with grantee and headquarters.

Reviewed by: [Click here to enter text.](#)

Date: [Click here to enter a date.](#)

Program Manager: [Click here to enter text.](#)

Date: [Click here to enter a date.](#)

CPD Director: [Click here to enter text.](#)

Date: [Click here to enter a date.](#)