

NSP-3

4th Quarter Progress Report: January 1, - March 31, 2012

The fourth quarter activities for the NSP program was still slow as staff continued to participate in training, webinars and working with the City's Purchasing Department to finalize the contracting process and language for sub-grantees. A joint meeting was held with Miller Construction Services LLC and Habitat for Humanities to discuss program specifics and best practices based on their prior experience with the NSP program.

City Commission approval is still pending due to other pressing items being considered by the Commission at February session and March session. The request for the contract approval is slated for the City Commission May Agenda.

Unfortunately due to the impact of the Trayvon Martin case and the national and international media descending on Sanford the second week on March; the staff of the NSP program was reassigned to special duties as needed to assist with responding to the media requests for information and the community, national organizations protest, marches and rallies.

Lisa Mosca, program Administrator successfully completed a five (5) day Public Information Officer training March 12-16; and have been working full time on the Public Information Team Joint Information Center responding to media request since March 19, 2012. More than likely Lisa will continue with the Public Information function for the next several months, if not longer.

On March 28, 2012 Brian Champeau from LISC contacted the program and completed the assessment form to determine our need for TA. Brian followed up April 5, 2012 with a request for additional information which I am in the process of compiling for him.

Due to glitches in fees staff is negotiating the development fees with both sub-grantees. Submittal of the transmittal to the City Commission for approval of the contract with Miller Construction Services LLC and Habitat for Humanities is anticipated in May 2012.

Staff contacted Professional Services Industries (PSI) for a quote on the cost to conduct the environmental review for the target area and estimated time frame to conduct the ERR. The ERR is underway and should be completed with the next three weeks

Staff continues to work on developing a Program Manuel that explain, guidelines, income criteria, target area and the application and qualification process.

The following is a list of webinars and training staff participated in.

Webinars:

Staff participated in the following webinars during the quarter

January 5, 2012	NSP Resale and Recapture
January 10, 2012	O and A session
February 28, 2012	Slow Spenders
March 6, 2012	NSP DRGR Reporting

Training:

Staff did not participated in any training during the quarter

Demolition:

Staff continues to work with the City's Code Enforcement Department on the NSP Toolkits requirements and guidelines for demolition and sample Request for Proposals. The City's Public Works Department will be the primary provider of demolition services. A tentative list of blighted properties in the target area has been created and reviewed for consideration in the NSP program. Several potential sites have been identified and Code Enforcement is actively following –up on them. Final decision will be made after the ERR if completed.

Acquisition and Rehabilitation:

No activity this quarter, waiting for final approval from the City Commission for the contract and completion of the ERR

Set Aside

No activity