

# Memorandum



**Date:** June 2, 2009

**To:** Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners

Agenda Item No. 8(G)(1)(B)

**From:** George M. Burgess  
County Manager

**Subject:** Resolution authorizing a Demolition and Disposition Application by Miami-Dade Public Housing Agency to US HUD for Public Housing Units located in the HOPE VI Area

## Recommendation

It is recommended that the Board of County Commissioners (Board) authorize the Mayor or the Mayor's designee to submit an application to the U.S. Department of Housing and Urban Development (US HUD) through the Miami-Dade Public Housing Agency (MDPHA), as required by 24 CFR part 970, for the demolition and disposition of Scattered Sites, as defined in the next section, and ultimate subsequent construction of new units for sale as homeownership units. In addition, this item approves an amendment to the annual contributions contract to be prepared by the area Counsel of the US Department of Housing and Urban Development (US HUD) and authorizes the County Mayor or County Mayor's designee to execute said amendment. Lastly, the item also authorizes the Mayor or the Mayor's designee to execute all necessary agreements to accomplish the demolition and disposition of these properties.

## Scope

The Scattered Sites (US HUD ID # FL. 5-17B) consist of eight public housing family units located within unincorporated Miami-Dade County. The eight properties, all located in Commission District 2, are at the following addresses: 1) 2248 NW 75 Street, 2) 7405 NW 22 Court, 3) 7470 NW 22 Court, 4) 2251 NW 74 Street, 5) 2200 NW 74 Street, 6) 2121 NW 71 Street, 7) 7100 NW 21 Court, and 8) 2120 NW 69 Terrace.

## Fiscal Impact

The demolition and disposition will not create a fiscal impact. The developer, once approval is given by US HUD for the demolition and disposition, will incur all costs associated with the demolition, re-development and sale of these properties to qualified homeownership applicants.

## Track Record/Monitor

MDPHA will submit the application to US HUD, and once approved, the work to demolish and build new units will be performed by a developer. MDPHA has not selected the developer for this work; however MDPHA is exploring the possibility of adding this scope of work to the HOPE VI master developer or selecting another developer. Staff will advise the Board on the most favorable option before demolition is ready to start. MDPHA staff will monitor the work of the contractor.

## Background

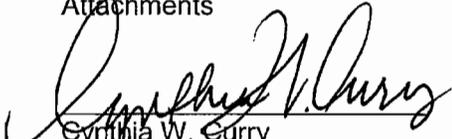
The eight public housing single family units comprising the Scattered Sites were built in 1961, and are located on individual lots. The rehabilitation and sale of these units was originally included in the approved Scott/Carver 1999 HOPE VI application (Exhibit E-6).

Due to the deteriorated condition of the units, the purpose of this demolition and disposition application is to build new affordable dwellings. This project will upgrade the existing sub-standard and obsolete housing in the community. Each property will be developed and sold to qualified homeownership applicants in accordance with the current Return Policy established as part of the Scott/Carver HOPE VI initiative (see attachment). One of the existing units is currently occupied, but the remaining units have been vacant for an extended period of time. MDPHA will relocate the one remaining resident prior to the beginning of the work on this phase.

Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners  
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It is hoped that this revitalization effort will positively affect the surrounding community by increasing the availability of quality affordable dwellings in the neighborhood, thus providing improved housing opportunities within the HOPE VI Target Area. This will be part of the HOPE VI, Phase 3 project.

Attachments



Cynthia W. Curry

Senior Advisor to the County Manager



**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairman Dennis C. Moss  
and Members, Board of County Commissioners

**DATE:** June 2, 2009

**FROM:**   
R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Agenda Item No. 8(G)(1)(B)

Please note any items checked.

- "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Bid waiver requiring County Mayor's written recommendation
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- Housekeeping item (no policy decision required)
- No committee review

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(G)(1)(B)  
6-2-09

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR MAYOR'S DESIGNEE TO SUBMIT A DEMOLITION/DISPOSITION APPLICATION TO US HUD ON BEHALF OF MIAMI-DADE COUNTY THROUGH MIAMI-DADE PUBLIC HOUSING AGENCY, FOR THE DEMOLITION AND DISPOSITION OF EIGHT PUBLIC HOUSING FAMILY UNITS WITHIN UNINCORPORATED MIAMI-DADE COUNTY, KNOWN AS SCATTERED SITES (USHUD ID # FL. 5-17B), LOCATED AT VARIOUS LOCATIONS NOTED BELOW WITHIN MIAMI-DADE COUNTY, FLORIDA AND SUBSEQUENTLY SOLD AS AFFORDABLE HOUSING TO QUALIFIED APPLICANTS

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference; and

**WHEREAS**, this Board authorizes the Mayor or the Mayor's designee to submit the demolition/disposition application to US HUD for approval,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board approves the submission of an application to the United States Department of Housing and Urban Development (USHUD) for the disposition of eight Public Housing Family Units located at 2248 NW 75 Street, 7405 NW 22 Court, 7470 NW 22 Court, 2251 NW 74 Street, 2200 NW 74 Street, 2121 NW 71 Street, 7100 NW 21 Court, and 2120 NW 69 Terrace, which are commonly known as the Scattered Sites (Fl. 5-17B) for the purpose of building new dwellings to be sold as homeownership units; approves an amendment to the annual contributions contract to be prepared by the area Counsel of USHUD; and authorizes the County Mayor or County Mayor's designee to execute said amendment, following the approval of the application by USHUD and to prepare and execute any other necessary documents to accomplish same.

The foregoing resolution was offered by Commissioner  
who moved its adoption. The motion was seconded by Commissioner  
and upon being put to a vote, the vote was as follows:

Dennis C. Moss, Chairman	
Jose "Pepe" Diaz, Vice-Chairman	
Bruno A. Barreiro	Audrey M. Edmonson
Carlos A. Gimenez	Sally A. Heyman
Barbara J. Jordan	Joe A. Martinez
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 2nd day of June, 2009. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.



Terrence A. Smith

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# MIAMI-DADE HOUSING AGENCY RETURN POLICY SCOTT/CARVER HOMES HOPE VI INITIATIVE

## INTRODUCTION

In order to return to the new Scott/Carver community after its revitalization, the Miami-Dade Housing Agency (MDHA), in accordance with United States Department of Housing and Urban Development (US HUD) federal housing regulations, has set forth certain requirements for occupancy in the new community. The following selection criteria are predicated on these requirements. This policy does not apply to current or future applicants who were not former residents of Scott/Carver Homes as further described below.

## BASIC ASSUMPTIONS

Basic assumptions delineated in this section will apply to all eligible former Scott/Carver Residents seeking rental and/or homeownership, who resided in Scott/Carver Homes as of September 16, 1999, and who are in "good standing" with the MDHA. (Residents)

- a. To be in good standing the Resident must demonstrate that they have no outstanding judgments or debts, including, but not limited to, evidence of timely payments of rent and utilities or mortgage in conjunction with either the public housing and/or the Section 8, Public Housing or other housing programs from the date he/she vacated Scott/Carver Homes.
  - b. The Resident will not be considered to be in good standing if he/she has been evicted or is in the process of being evicted or negatively terminated from the Section 8 Program, Public Housing or other housing programs.
  - c. To be in "good standing" each Resident must not have a record, criminal or otherwise, of engaging in violent criminal and/or drug-related activities while in a relocation status.
  - d. This includes all newly created households as a result of a family separation during their relocation from Scott/Carver Homes.
  - e. Upon request, MDHA will consider the impact of "mitigating circumstances" regarding determinations that a Resident is not in good standing because of disability. In the case of paragraph c above, a determination that the resident is not in good standing based on **current** substance abuse will result in a denial of any reasonable accommodation consideration for drug addiction or alcoholism. Residents may obtain necessary forms from the site manager to request a reasonable accommodation and to obtain disability verification. If the Resident requests such consideration or if more information is required, MDHA will verify:
    - i. that the Resident has a disability;
    - ii. that the specific situation(s) that led to the determination that the Resident is not in good standing is/are caused by or occurred because of the disability or that the disability substantially contributes to the specific situation(s) that led to the determination that the Resident is not in good standing; and
    - iii. that the proposed accommodation can reasonably be expected to prevent the recurrence of the situation(s) that led to the determination that the Resident is not in good standing.
1. In addition to the applicable good standing requirements indicated under paragraph a. above, all eligible Resident/heads of households for rental and/or homeownership occupancy, who are not current MDHA public housing Residents or who are Section 8 rental assistance recipients must

provide an acceptable and verifiable landlord reference or other appropriate reference deemed acceptable by MDHA, as part of their application for occupancy.

2. Residents shall be required to establish a two (2) year tenant history that shows his/her rent and utilities were paid in a timely manner, that he/she properly cared for the rental unit and common areas (if applicable), and he/she did not disturb other tenants or otherwise violated the lease. Additionally, current or past landlords will be asked by MDHA to complete a verification form.
3. All eligible Residents for rental and/or homeownership occupancy must have an acceptable criminal, sex offender and credit background clearance check completed as part of their application.
  - a. Credit background clearance checks are essential in the proper case management of the Resident to help them prepare for becoming self-sufficient and taking advantage of the various housing options.
  - b. Credit problems not related to timely payment of rent, including utilities, or mortgage (i.e. credit cards, car payments, etc.) will not be detrimental to the Resident's tenancy for public housing or homeownership.
  - c. All members of each household requesting to transfer to public housing rental and homeownership occupancy in the new community must maintain a history free from criminal activity while temporarily relocated and prior to application for return to the new community. Criminal activity described herein is defined as violent criminal activity and/or drug-related activity if the said activity occurred after the period of relocation.
  - d. Except for the sex offender check, the criminal background clearance check will begin from the date of relocation, but will only include criminal records **while temporarily relocated and prior to application for return to the new community**. If any household member is subject to a lifetime registration requirement under a state sex offender registration program as registered on the Florida Department of Law Enforcement website ([www.fide.state.fl.us](http://www.fide.state.fl.us)), the household will not be permitted to return to the Scott/Carver Homes project. Additionally, MDHA will perform background checks in other states where the household members are known to have resided. Relocated families from Scott/Carver Homes or any other site of temporary relocation shall, at all times, comply with existing MDHA standards of conduct so as not to adversely affect the health, safety and welfare of MDHA staff or other Residents living in public housing owned and operated by MDHA or other housing owned by a private landlord during the period of relocation.
    - (i) In order to obtain access to criminal records, MDHA will require every Resident to sign a consent form for each adult household member.
    - (ii) By execution of the consent form, an adult household member consents that:
      - (1) Any law enforcement agency may release criminal records concerning the household member to MDHA in accordance with the federal regulations; and
      - (2) MDHA may receive the criminal records from a law enforcement agency, and may use the records in accordance with federal regulations and this policy.
  - e. Upon request, MDHA will consider the impact of "mitigating circumstances" regarding determinations that a Resident is ineligible due to violent and/or drug-related activity if the Resident is not in good standing because of disability. In this case, a determination that the resident is not in good standing based on **current** substance abuse will result in denial of any reasonable accommodation consideration for drug addiction or alcoholism. If the Resident requests such consideration or if more information is required, MDHA will verify:

- i. that the Resident has a disability;
  - ii. that the specific situation(s) that led to the determination that the Resident is not in good standing is/are caused by or occurred because of the disability or that the disability substantially contributes to the specific situation(s) that led to the determination that the Resident is not in good standing; and
  - iii. that the proposed accommodation can reasonably be expected to prevent the recurrence of the situation(s) that led to the determination that the Resident is not in good standing.
  
4. At the time of the initial relocation counseling, all Residents are requested to indicate in writing whether their choice is to return to the new community or not. Notwithstanding this choice, a Resident may change his/her mind during whatever stage of relocation the Resident is in, but before the opening of the Scott/Carver Homes transfer list. MDHA will officially open the transfer list by sending a request to transfer form to relocated families to complete. After the transfer list is established in ECS, a Resident who missed the required deadline date to return their form may request to be added to the transfer list because he/she changed his/her mind by indicating his/her wish to return to the new community. At that point, the Resident's name will be added to the bottom of the transfer list for whatever size and type unit they are qualified; however, their priority for obtaining housing may be affected in that, his/her name will be placed after the names on the established ECS Scott/Carver transfer list.
  
5. All otherwise approved Residents must complete the following Pre-Occupancy (PO) workshop prior to occupancy:
  - Financial management and credit counseling (rental only)
  - Pre-occupancy training (rental and homeownership)
  - Homeownership and budget counseling (homeownership only)

## TRANSFER LIST CATEGORIES

### INTRODUCTION

Residents for occupancy at the new HOPE VI developments shall be placed on the Scott/Carver Homes transfer list for the category of housing they have requested-- namely rental and/or homeownership. The transfer lists shall also be divided by the number of bedrooms for which each Resident's household is eligible. Residents may request placement on more than one transfer list. Within each housing category, Residents will be placed in the appropriate priority group, as defined below.

Please note that the priority status for former Scott/Carver Residents is only available to those households that were in residence at Scott/Carver as of September 16, 1999 and is restricted to those individuals listed on the lease as of that date. The public housing rental units in the new Scott/Carver community are designed to be a family development. The household must be appropriate sized for the rental units being offered as detailed in MDHA's Admissions and Continued Occupancy Policy. Note that individuals, in priority categories 4-7 below, will be required to meet Public Housing Admissions and Continued Occupancy Plan (ACOP) policies of Miami-Dade Housing Agency.

### SCOTT/CARVER HOMES PUBLIC HOUSING RENTAL SELECTION PRIORITIES

1. Former Residents of Scott/Carver Homes, as of September 16, 1999, who live in MDHA public housing who are employed, enrolled in school or vocational education training or either actively engaged in or have successfully completed a Family Self-Sufficiency Contract of Participation.
2. Former Scott/Carver Homes Residents, as of September 16, 1999, who are now Section 8 voucher participants, who are employed, enrolled in school or vocational education training or actively engaged in or have successfully completed a Family Self-Sufficiency Contract of Participation.

3. Former Scott/Carver Residents, in residence as of September 16, 1999, otherwise in "good standing" but not employed, enrolled in school or vocational education training or participating in the Family Self-Sufficiency Program.
4. Eligible class members on the Ann-Marie Adker Consent Decree Mobility Pool Project-Based Waiting List will be offered 50% of the remaining rental opportunities which would constitute desegregative housing placement.
5. Applicants on the MDHA project-based list.
6. Other MDHA public housing/Section 8 New Construction residents.
7. Other MDHA Section 8 residents.
8. Other Residents who live or are employed in the Target Area. The Target Area is defined as north of NW 62<sup>nd</sup> Street, south of NW 79<sup>th</sup> Street, west of NW 17<sup>th</sup> Avenue, and east of NW 22<sup>nd</sup> Avenue
9. All newly created households as a result of family separations at Scott/Carver Homes will be accorded the same priorities as all other former Scott/Carver Residents in Items 1, 2, and 3.
  - a. Within priority groups 1, 2, and 3, households will be ranked in order of length of Scott/Carver residency with the longest residency being ranked highest.
  - b. Within priority group 4, class members will be ranked by move-in date into public housing, with those having the earliest move-in date being ranked the highest.
  - c. Within priority groups 4 through 7, households will be ranked according to the date of their application for residency, with the earliest application being ranked highest.
  - d. Households will retain their ranking within their priority groups while they complete the required Pre-Occupancy training.
  - e. Households created through family separation at the time of relocation from Scott/Carver Homes shall be considered Scott/Carver Residents as of the date of their relocation from Scott/Carver Homes.
  - f. Households created through family separation after being relocated from Scott/Carver Homes or upon returning to Scott/Carver Homes shall be eligible for entry to priority groups 1 through 3, but shall not receive credit for length of residency of the original head of household.
10. The allocation of accessible Scott/Carver dwelling units shall be prioritized as follows:
  - a. When an accessible unit becomes available, the unit will first be offered to a former Scott/Carver Resident with a disability that requires the accessibility features of the vacant, accessible unit and occupying a unit not having those features;
  - b. If there are no former Scott/Carver Residents that require the accessibility features of the vacant, accessible unit, then it will be offered to a resident with disabilities residing in another development that requires the accessibility features of the vacant, accessible unit and wishes to reside in the region where this development is located;
  - c. If there is no current resident who requires the accessibility features of the vacant, accessible unit, then the vacant, accessible unit will be offered to an eligible, qualified applicant with a disability on the waiting list who can benefit from the accessible features of the available accessible unit and who wishes to reside in the available, accessible unit;
  - d. If there is not an eligible, qualified resident or applicant with disabilities on the waiting list who wishes to reside in the available, accessible unit, then it will be offered to a former Scott/Carver Resident, and if none, an applicant on the waiting list who does not need the accessible features of the unit. See 24 C.F.R. § 8.27. However, MDHA will require the Resident or applicant to execute the revised MDHA *Conventional Public Housing Dwelling Lease* that requires the Resident to relocate to a vacant, non-accessible unit within fifteen (15) days of notice by the MDHA that there is an eligible applicant or existing Resident with disabilities who requires the accessibility features of the unit.

## **SCOTT/CARVER HOMES HOMEOWNERSHIP SELECTION PRIORITIES**

1. Priority shall be given to former Residents of Scott/Carver Homes as of September 16, 1999 who are:
  - a. Employed continuously for a period of two (2) years.
  - b. Actively engaged in or have successfully completed their Family Self-Sufficiency Contract of Participation.
  - c. Earning household income sufficient to pay debt service and homeownership fee (if applicable).
  - d. In possession of the minimum down payment and closing costs required under their mortgage program (including any available help from the City, County, State or other institution offering assistance to promote homeownership).
  - e. Good Credit (mortgage ready).
2. Former Scott/Carver Residents who are pursuing homeownership training and counseling, whose case managers believe they will meet the eligibility standards set forth in Item #1 of this section prior to the expiration of the HOPE VI program period. Households in this category shall not be eligible to purchase a home until they are designated as purchase-ready by MDHA, but shall be placed into priority group #1 upon receiving such designation.
3. Other MDHA public housing/Section 8 New Construction residents who meet the standards as outlined in Item #1 of this section.
4. Other MDHA Section 8 residents who meet the standards as outlined in Item#1 of this section.
5. New Residents who live in or are employed in the Target Area and who meet the standards as outlined in Item #1 of this section.
6. New applicants who do not reside in MDHA's public housing or participate in the Section 8 Voucher Program or do not live in or are employed in the target area who meet the standards outlined in Item#1 of this section. (Applicants not able to meet the Family Self-Sufficiency Program requirements may have the participation requirement waived upon request).
7. All newly created households as a result of family separations at Scott/Carver Homes will receive the same priority as families in Item #1 of this section.

*NOTE: Within priority groups, the ranking system described in the Rental Selection Priorities section shall be applicable.*

## **MANDATORY REQUIREMENTS FOR SCOTT/CARVER HOMES PUBLIC HOUSING RENTAL**

To participate in the Scott/Carver public housing rental program, each resident must meet all of the following mandatory requirements:

1. HOPE VI rules require that families who resided in Scott/Carver Homes as of September 16, 1999 must enroll and participate in the Family Self-Sufficiency Program within thirty (30) days of occupancy of the new HOPE VI developments, unless the head of household is determined to be either elderly (age 62 or older), or disabled (as defined by the Social Security Administration).
  - a. Households must abide by the FSS Plan they develop as a result of the Family Self-Sufficiency Program (FSSP) assessment.

- b. Elderly or disabled Residents, who voluntarily request FSSP enrollment, will be considered for the Family Self-Sufficiency Program.
2. Minimum rental payment of \$25.00
3. Complete and pass a criminal, sex offender and credit background check.
4. Responsibility for the common area cleaning and yard maintenance as required by management

## **New Scott/Carver Homes**

### **Transfer List Screening Process (Rental and/or Homeownership)**

1. The Resident must have a record of meeting financial obligations in a timely manner. A credit check will be done as part of the application process. Primary focus is on the absence of judgments, delinquent or unpaid utility bills that may result in the applicant not being able to obtain utility services and/or excessive, delinquent or unpaid commercial debt. Notwithstanding the foregoing, the existence of unpaid medical bills or student loans is not grounds for denial of an application to rent a unit.
2. For the public housing rental units, the following preferences apply: (1) *employment by the head of household or spouse* is a preference (given special consideration); (2) any household whose head of household or spouse is 62 years of age or older, retired, working or receiving state or federal aid based on his/her inability to work; and 3) households whose head of household or spouse has completed, or is actively participating in, vocational or educational programs designated as a preparation for employment. In other words, progress is being made towards the goals of the Family Self-Sufficiency or Quality of Life Plan.
3. Residents must be in good standing for two (2) years.
4. The Resident must have adequate income to pay the rent. There is a minimum rental payment of \$25.00. Public housing assistance or a Section 8 voucher is considered evidence that a Resident can pay the rent. The section 8 rent continues to be 30% to 40% of adjusted income and public housing rent continues to be 30% of adjusted income.
5. The Resident shall not have a disqualifying criminal history, which involves drug-related activity and/or violent criminal activity against persons or property. Conviction or other evidence of criminal activity, including arrest records that involve violence to persons or property or other endangerment to the health and safety of other persons is grounds for denial of a request for transfer depending on the time frame in which the conviction, arrest or other evidence of criminal activity occurred. Conviction, arrest or other evidence of drug-related crimes including the sale, distribution, manufacture, use or possession of a controlled substance(s) is grounds for denial. In reviewing criminal records, consideration will be given to evidence that the Resident has been rehabilitated and other mitigating circumstances described in MDHA's Admissions and Continued Occupancy Policy. These are the same rules that currently exist in public housing and will be applied to all Residents whether or not they are applying for public housing. Except for sex offender checks, the criminal background check will cover the two (2) years prior to the submission of the application for housing.
  - (a) In order to obtain access to criminal records, MDHA must require every Resident family to sign a consent form signed by each adult household member.
  - (b) By execution of the consent form, an adult household member consents that:
    - (i) Any law enforcement agency may release criminal records concerning the household member to MDHA in accordance with the federal regulations; and
    - (ii) MDHA may receive the criminal records from a law enforcement agency, and may use the records in accordance with federal regulations and this policy.

6. Upon request, MDHA will consider the impact of "mitigating circumstances" regarding determinations that a Resident is disqualified due to violent and or drug-related activity, if the Resident is disqualified because of disability. In this case, a determination that the resident is not in good standing based on **current** substance abuse will result in a denial of any reasonable accommodation consideration for drug addiction or alcoholism. If the Resident requests such consideration or if more information is required, MDHA will verify:
  - a. that the Resident has a disability;
  - b. that the specific situation(s) that led to the denial of Request for Transfer is/are caused by or occurred because of the disability or that the disability substantially contributes to the specific situation(s) that led to the denial of application; and
  - c. that the proposed accommodation can reasonably be expected to prevent the recurrence of the situation(s) that led to the denial of Request for Transfer.

Case managers will be available to assist those Residents needing to address any outstanding balances owed MDHA and other pertinent issues prior to their completing the application process.

Each Resident is encouraged to:

1. Attend and participate in at least six (6) community meetings, activities or events per year;
2. Have all children in the household, who have attained the age of five (5) years, enrolled in at least one supervised youth activity within thirty (30) days of initial occupancy;
3. Complete at least four (4) hours per month of volunteer service within the community;\*
4. Resolve any problems that arise in the neighborhood through mediation using the Neighborhood Community Council, Re-Occupancy Committee, and/or MDHA management staff.

**\* Non-exempt residents in public housing rental units must complete at least eight (8) hours of community service or self-sufficiency programs as defined in the dwelling lease.**

## **GRIEVANCE**

In the event a Resident is denied housing because he/she fails to meet one of the criteria set forth herein, the Resident shall be afforded the right to appeal the denial. The Resident shall file a written request to MDHA's representative for a grievance hearing within five (5) business days from the date of the denial notice. Thereafter, the Resident shall be afforded a hearing in compliance with federal laws, regulations and the policies of MDHA, which are all incorporated herein by reference.

The written request must specify:

- a. The reasons(s) for the grievance or content of MDHA's proposed action; and
- b. The action or relief sought.

The process described in MDHA's Reasonable Accommodation Policy and Procedures document will be followed for residents with disabilities denied housing.

Miami-Dade Housing Agency  
3000 NW 32<sup>nd</sup> Avenue, Miami, FL 33125  
305-638-5757



backyards either via sliding glass doors as in the townhouses or via an entry porch in the single family homes. Kitchens in townhouse units will be located adjacent to front entries to facilitate grocery unloading. In the zero lot line single family houses, a secondary door will permit direct access to a kitchen and laundry from a parking area. In two-story units, kitchens and bathrooms will be "stacked" and/or backed-up to each other to economize plumbing. Storage (in the form of numerous closets) and space for washer/dryer units will be included in each unit. Bathrooms and all floors will be fully tiled to facilitate cleaning and to tolerate the warm and humid South Florida climate. Each proposed dwelling unit, although equipped with a central air conditioning system, will be designed to take advantage of natural cross-ventilation. Fully insulated walls and roofs and strategically placed landscaping will also help reduce energy costs. Refer to Attachments 4 and 5.

Single-story units and ground floors of two-story units will be designed to be fully accessible, visitable, adaptable and in compliance with the Fair Housing Act and the Americans with Disabilities Act. Refer to section E.11 and Attachments 4 and 5.

**E.6 ACQUISITION (Refer to Attachment 4)**

One of the beauties of the MDHRP is that no property acquisition is necessary or proposed in order for all of the residents of Scott Homes and Carver Homes to be relocated and rehoused: 48 public housing rehabilitation units are already owned by MDHA; 8 Carver Scattered Sites will be rehabilitated and offered for homeownership; Section 8 vouchers do not require any site acquisition for use; 32 REO's are owned by MDHA; 51 infill lots are owned by MDHA or Miami-Dade County; and 371 new units will be built on land currently occupied by Scott Homes and Carver Homes.

**E.7 HOMEOWNERSHIP (Refer to Attachment 24)**

The cornerstone of the MDHRP is affordable homeownership for low-income families. Based on its successful existing programs, Miami-Dade County's experience and success in this area is unsurpassed. Since 1983, Miami-Dade's Affordable Housing Program, administered by MDHA's Development and Loan Administration Division (DLAD), has offered homeownership loan assistance, downpayment assistance, homebuyer counseling, single family