



cc - Council
- Susie Thomas
- Mr. Puto

RECEIVED
JAN 21 2005
B. DA

STATE OF FLORIDA

DEPARTMENT OF COMMUNITY AFFAIRS

"Dedicated to making Florida a better place to call home"

JEB BUSH
Governor

THADDEUS L. COHEN, AIA
Secretary

January 19, 2005

The Honorable Jeff Pinkus
Mayor, City of Marathon
10045-55 Overseas Highway
Marathon, Florida 33050

RE: CDBG Grant #02DB-89-11-54-02-H08

Dear Mayor Pinkus:

Your letter received on December 21, 2004, requesting a six-month time extension has been reviewed by staff. Given the extenuating circumstances of this project, a six-month time extension has been approved. As you are aware, this grant contract was originally executed on January 15, 2002, and I must strongly emphasize that it is imperative that the County proceed expeditiously and complete this project within the next six months.

The enclosed modification reflects a new grant termination date of July 14th, 2005. This modification along with your request and revised Activity Work Plans have been made part of the approved Agreement. Should you have questions, please call Mr. Mark Nixon at (850) 922-1895.

Sincerely,

Janice Browning, Director
Division of Housing and
Community Development

JB/MAN

Enclosure

cc: Mark A. Bell, CDO/SPO Director

2555 SHUMARD OAK BOULEVARD • TALLAHASSEE, FLORIDA 32399-2100
Phone: 850.488.8466/Suncom 278.8466 FAX: 850.921.0781/Suncom 291.0781
Internet address: <http://www.dca.state.fl.us>

CRITICAL STATE CONCERN FIELD OFFICE
2796 Overseas Highway, Suite 212
Marathon, FL 33050-2227
(305) 289-2402

COMMUNITY PLANNING
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 488-2356

EMERGENCY MANAGEMENT
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 413-9969

HOUSING & COMMUNITY DEVELOPMENT
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 488-7956

Sponsored by: Puto

**CITY OF MARATHON, FLORIDA
RESOLUTION 2004-151**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MARATHON, FLORIDA, ADOPTING AMENDMENT FIVE TO THE
COMMUNITY DEVELOPMENT BLOCK GRANT REQUESTING A SIX
MONTH EXTENSION TO EXPEND SEWER CONNECTION WORK
ACTIVITY FUNDING**

WHEREAS, the City of Marathon, Florida (the "City") was awarded a Small Cities, Housing, Community Development Grant ("CDBG") in January 2001; and

WHEREAS, the Department of Community Affairs initiated Amendments Nos. 1 and 2 modifying the existing Contract Agreement; and

WHEREAS, the City initiated Amendment No. 3, through Resolution 2003-116, reallocating funding within the grant and extending the grant period for six-months with a new end date of July 14, 2004; and

WHEREAS, the City initiated Amendment No. 4, through Resolution 2004-042, extending the grant period for six-months with a new end date of January 14, 2005; and

WHEREAS, the City will require an additional six-month extension to complete the project and expend the remaining CDBG for the Little Venice Wastewater Project which is not scheduled for completion until March 2005.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARATHON, FLORIDA, THAT:

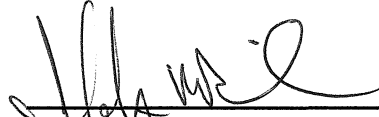
Section 1. The above recitals are true and correct and incorporated herein.

Section 2. Amendment No. 5 to the Grant Agreement to implement a six month extension to expend funding, a copy of which is attached as Exhibit "A", together with such non-material changes as may be acceptable to the City Manager and approved as to form and legality by the City Attorney, is approved. Except as amended by Amendment No. 5, no term or condition of the Small Cities, Housing, Community Development Grant shall be modified and the same shall remain in full force and effect.

Section 3. This resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by the City Council of the City of Marathon, Florida, this 14th day of December, 2004.


THE CITY OF MARATHON, FLORIDA



Jeff Pinkus, Mayor

AYES: Bartus, Bull, Mearns, Miller, Pinkus
NOES: None
ABSENT: None
ABSTAIN: None

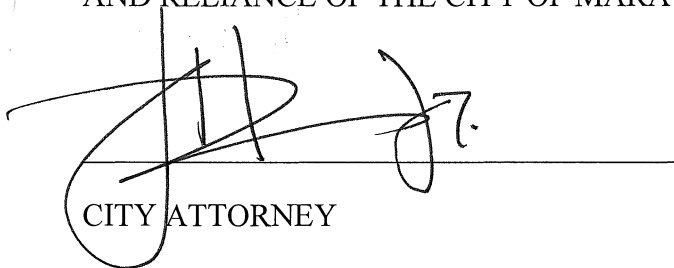
ATTEST:



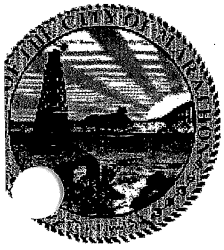
Cindy L. Ecklund
City Clerk

(City Seal)

APPROVED AS TO FORM AND LEGALITY FOR THE USE
AND RELIANCE OF THE CITY OF MARATHON, FLORIDA ONLY:



CITY ATTORNEY



CITY OF MARATHON, FLORIDA

10045-55 Overseas Highway, Marathon, Florida 33050
Phone: (305) 743-0033 Fax: (305) 743-3667

December 14, 2004

Mark Nixon, Community Assistance Consultant
Florida Department of Community Affairs
Bureau of Community Development
2555 Shumard Oaks Boulevard
Tallahassee, Florida 32399-2100

Re: City of Marathon, Community Development Block Grant (CDBG)
Contract Agreement #02DB-89-11-54-02-H08, Amendment Five

Dear Mr. Nixon:

The attached Amendment Five has been approved by the local government and is being forwarded to your office for approval.

This amendment is to extend the Contract Agreement for one (1) six-month period. This extension is required to complete the Little Venice Sewer Project. A revision of the specific Work Activity Plans bring the completion dates current with the City of Marathon's sewer connection program.

This amendment is for a time extension only. The six-month extension is to ensure final connections to the Little Venice Wastewater System and close out payments to the plumbing contractors and the Florida Keys Aqueduct Authority (FKAA). This extension does not reduce the number of intended beneficiaries, accomplishments or scoring points from the original contract. Additionally, there is no change in source and use of funds and does not affect the Environmental Review Record.

The City of Marathon is nearing completion of this important project and appreciates the technical assistance provided by your staff and continued support.

Sincerely,

Jeff Pinkus, Mayor
City of Marathon

Attachments

Amendment Five, Contract Agreement #02DB-89-11-54-02-H08

Cc: Mike Puto, Manager, City of Marathon
J. Manuel Castillo, Sr., Executive Director, MCHA

Narrative Description of Proposed Changes:

This is the fifth amendment for this grant. The first amendment was DCA initiated and revised Section 17, the awarded Contract Number. The second amendment again was DCA initiated moving the contract under the most recently revised administrative Rule Chapter 9B-43, Florida Administrative Code, as modified and effective March 28, 2002. The third amendment was initiated by the Grantee modifying the Work Activity Plans, re-allocating Housing Rehabilitation funds to sewer Hookups, and extending the Contract Agreement for six-months. The fourth amendment extended the Contract Agreement for six-months and the work activity plans were revised to accommodate the extension. This amendment, amendment number five, is for a final six-month extension of time in order to complete the sewer hookups work activity plan for this CDBG Program.

The City of Marathon was awarded a Small Cities Housing Community Development Grant (CDBG) in January 2001, from the Department of Community Affairs (DCA) to accomplish two objectives identified in the City's Comprehensive Plan. These activities were Housing Rehabilitation (09a) and Sewer Connections (09a). The sewer connections are a primary activity as opposed to a complimentary activity (9B-43.009(6)).

In mid-year 2001, the City of Marathon, through the Florida Keys Aqueduct Authority (FKAA), began construction on wastewater treatment facility and the laying of sewer pipe in the Little Venice neighborhood, ocean side. Contractor progress was insufficient and the FKAA fired the contractor in April 2002. Applications for assistance through the CDBG grant began in late 2001, but this program was also halted because of the work stoppage.

Since the initial work stoppage, another contractor was hired and then walked off the job. The next contractor is the present contractor for the Little Venice project, ocean side. The application process restarted and an eligibility list was produced and approved. This contractor has completed the work required to meet the Wastewater Treatment Facility startup date. The residents are connecting to the system in front of their homes. The pipes are capped off at the house until the wastewater system is turned on – start up dates. When this occurs, the homes will be connected to the system, tested and inspected and passed by City. The septic tanks and/or cesspits will be abandoned. This entails emptying the systems, punching holes in the septic tanks and filling in the old wastewater systems. DOH did certify this process. However, the responsibility was soon assumed by the City of Marathon. The anticipated residential sewer connection completion date for Little Venice, ocean side, is January 2005.

An additional contractor was hired to complete the installation of pipe and associated wastewater pumping systems on the public thoroughfares for the Little Venice Expanded area, gulf side. The residences of this Little Venice Expansion area are an additional 240 plus homes. As pipe is laid in front of homes, the residents are presently contracting plumbing companies to connect them to this infrastructure. Again, the sewer lateral pipes to the homes are capped off and the plumber contractors are paid for this work. The Wastewater system for the gulf side will be activated when the infrastructure is in place. The process of connecting all the homes in this area began in November 2004 and will be completed by the end of March 2005 when the homes are connected to the treatment facility.

The Little Venice treatment facility system is operational and receiving flow from the Phase I connections (Ocean side). There were some administrative changes in the Little Venice project that indirectly affected the sewer connection program, i.e., the City had taken over the DOH abandonment inspection process. Also, there were some connection mishaps. However, these in itself would not cause significant delays for homeowners in putting in sewer lateral connections.

The major issue the community is facing is an adequate number of plumbing contractors to complete the sewer connections. From actively working with the homeowners and the plumbing contractors, the number of plumbing contractors has decreased for this area. Several of the local contractors have taken care of their regular customers, but will not go beyond their customer base and seek sewer lateral connections. As several have stated, because the work is outside and arduous and they have plenty of regular work inside of homes. There are numerous homes that the right-of-way corridors are so narrow between homes that these sewer lateral trenches have to be dug by hand. When the project began, the listing of available plumbers was 27. Of those 27, the number is down to around 10. This number fluctuates as plumbing companies come and go. Those that were initially involved with grant recipients numbered 6. The total today is 3. Moreover, with the reconstruction of Central Florida following the September hurricanes, there are numerous opportunities for construction and plumbing contractors in this hard hit area, and Keys companies have sought contracts up north.

A secondary concern was the September hurricanes. There were four hurricanes that came across Florida. Two caused evacuations from the Florida Keys (Charlie and Ivan) and Hurricane Jeanne also affected the middle and upper Keys – Marathon. These hurricanes have had an indirect impact on Marathon. The impact has been the cost to businesses and employment. The hurricanes also had a significant impact on tourism for the Florida Keys. This has affected the local economy. The people we serve in this grant, Very Low- and Low-income residents, are retired, on fixed incomes and those employed in the service industry that requires tourism. The cost of evacuating several times to the mainland has also had a serious impact on the community and the cash

reserves of the residents: the cost of evacuating - staying in a hotel on mainland Florida and associated day-to-day living. The lost wages of these residents translates to late rent and mortgage payments. Connecting to a sewer system becomes less important when a household is trying to maintain the basic necessities of life, i.e., a roof over their head, food and clothing.

Additionally, the construction industry in the Florida Keys had stated that besides a shortage of construction materials and an increase cost of materials, the hurricane watches/warnings and evacuations caused construction delays of 4-6 weeks. Construction materials come from the southern section of the State of Florida.

A final concern is a perceived lack of urgency with the community to connect. The City is doing a good job of informing the community and assisting them with the connection process. The City is in an awkward position in balancing serving the community in a proactive and positive manner, and enforcing connection to a system that has been "imposed" upon the community. This effort is made more difficult with the shortage of qualified plumbing contractors to do the work. The Program Administrator has telephonically contacted nearly all of the grantees for the CDBG Sewer Connection Assistance Program, both Ocean and Gulf sides. The residents were advised to at least complete the sewer lateral connections as the homeowners wait for connection to the treatment facility.

By the end of this extension of this grant, January 14, 2005, it is expected that all but \$49,924.01 of the \$549,924.01 sewer connection funding will be either committed or expended. A \$150,000 request for funds will occur before the contract end date. The payout rate to contractors slowed in October and November because of an administrative delay, but this process is back on track. The project will be nearly complete and only a small residual of homes will need to complete the final steps of sewer connection: connect their homes and abandon their septic tanks or cesspits.

Source and use of funds has not changed. Non-CDBG SHIP funding of \$150,000 was committed toward this Marathon CDBG Contract: \$100,000 for the two Housing Rehabilitation projects (Gulf Avenue and Eastwind Apartments) and, another \$50,000 committed to the Little Venice Sewer Project for homeowner sewer connections. This \$50,000 is expected to be fully utilized.

A CATF Meeting, open to the public, was held on December 9, 2004. Amendment 5 was reviewed and approved by the Marathon CATF, and recommended that this amendment be provided to the Marathon City Council for approval. The CATF Meeting Minutes are part of the attached amendment documents. The City of Marathon Resolution 2004 - 000, December 14, 2004, approved this amendment.

In conclusion, it is recognized that the sewer connection activity is extremely important to the City of Marathon. The CDBG Contract Agreement expires on January 14, 2005. Therefore, it is necessary for the City to request additional time to complete this on-going work activity. It is approximately 80-85 percent completed. The extension allows the Grantee to complete the payments to the contractors to complete the work on the few homes remaining from Phase 1 (Ocean side) and about 30 homes on the gulf side, thereby completing the assistance needed in reducing the disproportionately high or adverse affects on the low- and very low-income service recipient.

Prepared By:
Mark A. Bell, CDBG Program Administrator
SPO, MCHA

REQUEST FOR AMENDMENT (05.03)

Recipient: **City of Marathon**

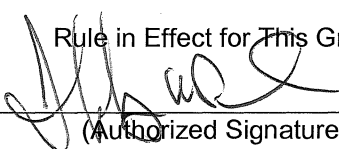
Amendment Request Number: **Five (5)**

Date: **December 14, 2004**

Contract Number: **02DB-89-11-54-02-H08**

Rule in Effect for This Grant: FFY **2002 – 2005**

Local Government Authorization: _____


(Authorized Signature)

12-16-04
(Date Signed)

DCA Authorization: _____

(Authorized Signature)

(Date Approved)

RECEIVED
 2004 DEC 24 PM 6:44
CDBG

Budget Information					Activity Accomplishments		
Activity Code	Activity Name	Original Budget	Current Budget (Before this Amendment)	Proposed Budget	Original Contract	Current Contract (Before this Amendment)	Proposed Contract
1	2	3	4	5	6	7	8
09(a)	Housing Rehabilitation	263,500	87,575.99	87,575.99	H.U. 30	H.U. 100	H.U. 100
09(a)	Sewer Connection	374,000	549,924.01	549,924.01	H.U. 30	H.U. 60	H.U. 60
013	Administration	112,500	112,500.00	112,500.00	N/A	N/A	N/A
Totals		750,000.00	750,000.00	750,000.00	H.U. 60	H.U. 160	H.U. 160

Activity Code		Beneficiaries										
		Total Beneficiaries			Low & Moderate Income				Very Low Income			
		Original #	Current #	Proposed #	Original		Proposed		Original		Proposed	
1	2	9	10	11	12	13	14	15	16	17	18	19
09(a)	Housing Rehabilitation	30	100	100	20	20%	20	20%	80	80%	80	80%
09(a)	Sewer Connections	30	60	60	40	67%	40	67%	20	33%	20	33%
013	Administrative	N/A	N/A	N/A								
		60	160	160	60	37.5%	60	37.5%	100	62.5%	100	62.5%

- | | | |
|---|------------------------|------------------------|
| 20. Total # Unduplicated Beneficiaries | Original
<u>160</u> | Proposed
<u>160</u> |
| 21. Total # Unduplicated LMI Beneficiaries | <u>60</u> | <u>60</u> |
| 22. Total # Unduplicated VLI Beneficiaries | <u>100</u> | <u>100</u> |
| 23. Total # Unduplicated LMI Households | <u>60</u> | <u>60</u> |
| 24. Does this amendment reduce ANY other project funds previously committed as leverage from local or other sources?
(If YES, you <u>MUST</u> complete and attach Source and Use of Funds form.) | YES <u> </u> | NO <u> XX </u> |

CDBG-H-5: Project Impact

CDBG-H-5: PROJECT IMPACT
CDBG FUNDS AND ACTIVITY GOAL SCORE SPREADSHEET

1. ENTER CDBG ACTIVITY FUNDS:

A ACTIVITY NUMBER AND NAME	B ENTER CDBG ACTIVITY FUNDS	C % OF CDBG PROJECT COST "B" + "2B"	D GOAL POINTS	E ACTIVITY GOAL SCORE "C" x "D"
001 ACQUISITION, IN SUPPORT OF	\$		*	
001 ACQUISITION IN 100 YEAR FLOOD PLAIN	\$		150	
002 CLEARANCE	\$		50	
09a CODE ENFORCEMENT	\$		75	
002 DEMOLITION	\$		100	
016 HISTORIC PRESERVATION	\$		70	
09a HOUSING REHAB/DEMO/REPLACEMENT	\$87,575.99	13.74	150	20.61
008 PERM RELO AS PART OF HAZ. MIT.	\$		150	
008 PERMANENT RELOCATION- OTHER	\$		100	
09a POTABLE WELL INSTALLATION**	\$		150	
011 REMOVAL OF HOUSING ARCH. BARRIERS	\$		150	
09a SEPTIC SYSTEM INSTALLATION**	\$		150	
09a SEWER HOOKUPS**	\$549,924.01	86.26	150	129.39
008 TEMPORARY RELOCATION	\$		150	
09a UTILITY HOOKUPS, OTHER**	\$		125	
09a WATER HOOKUPS**	\$		150	
	\$			

2. TOTAL COLUMN "B" (CDBG PROJECT COST):

\$637,500

3. CALCULATE COLUMNS "C" AND "E" AND TOTAL COLUMN "E" FOR THE TOTAL ACTIVITY GOAL SCORE:

150.00
150 POINTS MAXIMUM

4. ENTER CDBG ADMINISTRATIVE FUNDS:

\$112,500

TRANSFER THIS SCORE TO
FORM CDBG-H-1.

5. TOTAL "2B" AND "4B" FOR THE TOTAL REQUESTED CDBG FUNDS:

\$750,000

6. DIVIDE ADMINISTRATIVE FUNDS REQUESTED ("4B") BY TOTAL FUNDS REQUESTED ("5B") TO GET THE CDBG ADMINISTRATIVE PERCENTAGE ("4B" + "5B"):

.1500
.1500 MAXIMUM

7. IF THE LOCAL GOVERNMENT DESIRES TO PAY THE COST OF THE GRANT APPLICATION PREPARATION FROM THE GRANT (IF AWARDED), ENTER THE PAYMENT AMOUNT: \$ N/A DOCUMENTATION MUST BE INCLUDED AS APPENDIX G.

*GOAL POINTS ARE THE SAME AS THE ACTIVITY SUPPORTED.

**THESE ACTIVITIES ARE USED WHEN NO REHABILITATION IS REQUIRED OTHER THAN THESE REFERENCED ITEMS BECAUSE THE HOUSING UNIT MEETS THE LOCAL HOUSING CODE AND SECTION 8 HOUSING QUALITY STANDARDS.

CDBG-H-5: PROJECT IMPACT (CONTINUED)

8. COMPLETE THE VLI IMPACT SPREADSHEET

A ACTIVITY	B UNIT OF MEASUREMENT	C ENTER # OF VLI UNITS TO BE ADDRESSED	D ENTER TOTAL # OF UNITS TO BE ADDRESSED	E VLI % ("C" ÷ "D")	F ENTER VLI RAW POINTS SCORE	G % OF CDBG PROJECT COST (COPY)	H VLI IMPACT SCORE ("F" x "G")
ACQUISITION, IN SUPPORT OF***							
ACQUISITION IN 100 YEAR FLOOD PLAIN	H. U.						
CLEARANCE	H. U.						
CODE ENFORCEMENT	H. U.						
DEMOLITION	H. U.						
HISTORIC PRESERVATION	H. U.						
HOUSING REHAB/DEMO/REPLACEMENT	H. U.	80	100	80.00%	235	13.74	32.29
PERM RELO AS PART OF HAZ. MIT.	H. H.						
PERMANENT RELOCATION- OTHER	H. H.						
POTABLE WELL INSTALLATION	H. U.						
REMOVAL OF HOUSING ARCH. BARRIERS	H. H.						
SEPTIC SYSTEM INSTALLATION	H. U.						
SEWER HOOKUPS	H. U.	20	60	33.33%	235	86.26	202.71
TEMPORARY RELOCATION	H. H.						
UTILITY HOOKUPS, OTHER	H. U.						
WATER HOOKUPS	H. U.						

9. TOTAL COLUMN "H" FOR THE VLI IMPACT SCORE:

235.00
235 POINTS
MAXIMUM

TRANSFER
THIS SCORE TO
FORM CDBG-H-
1.

10. THE AVERAGE CDBG LMI HOUSING UNIT COST SCORE:

A. Referring to the CDBG Funds and Activity Goal Score Spreadsheet, calculate the average CDBG LMI housing unit cost:

$$\begin{array}{r}
 \$ \underline{637,500} \quad \div \quad \underline{160} \quad = \quad \underline{\$3,984.38} \\
 \text{Enter the total CDBG Project cost ("2B")} \quad \text{Enter the total number of LMI housing units} \quad \text{Average CDBG LMI Housing unit cost}
 \end{array}$$

B. Based on the average CDBG LMI housing unit cost, enter
the appropriate score: Score 100

100 POINTS MAXIMUM
TRANSFER THIS SCORE TO FORM
CDBG-

*****Use H. U. or Parcel for unit of measurement.**

H. U. = Housing Unit

H. H. = Household

AGENDA

City of Marathon Community Development Block Grant (CDBG) Citizen's Advisory Task Force Meeting

Thursday, December 9, 2004 (6:00 p.m.)
Monroe County Housing Authority (MCHA) Board Room
Eastwind Apartments, 240 Sombrero Road, Marathon, Florida

- I. Call To Order
- II. Introductions
- III. Review of Prior CATF Minutes
- IV. Update/Overview of Little Venice Sewer Project
- V. Status of CDBG Funding Assistance To Little Venice Residents
- VI. CDBG Amendment Number 5 to Contract Agreement
Process and review
Recommendations and Council Resolution(s)
- VII. Task Force Discussion, Questions, Comments
- VIII. Public Comment
- IX. Adjournment

**MODIFICATION # 5 TO GRANT AGREEMENT BETWEEN
THE DEPARTMENT OF COMMUNITY AFFAIRS
AND THE CITY OF MARATHON**

This Modification is made and entered into by and between the State of Florida, Department of Community Affairs, ("the Department"), and the City Of Marathon, ("Recipient"), to modify DCA Contract Number 02DB-89-11-54-02-H08 ("the Agreement").

WHEREAS, the Department and the Recipient have entered into the Agreement, pursuant to which the Department provided a subgrant of \$750,000.00 to Recipient under the Small Cities Community Development Block Grant ("CDBG") Program; and

WHEREAS, the Agreement has expired, and the Recipient has requested that the contract be reinstated and the contract period extended; and

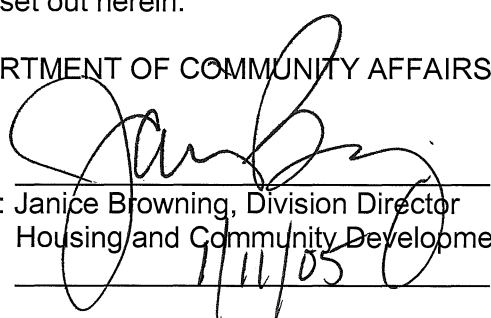
WHEREAS, the Department and the Recipient desire to modify the Agreement by modifying the Attachment B, Activity Work Plan section thereunder.

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

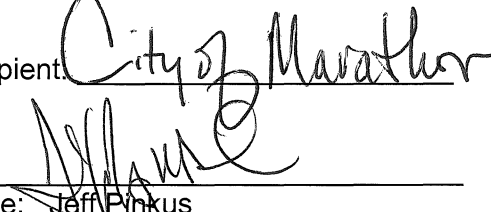
1. The Agreement is hereby reinstated as though it had not expired.
2. Paragraph 3, Period of Agreement is hereby revised to reflect an expiration date for the Agreement of July 15, 2005.
3. The Attachment B, Activity Work Plan section of the Agreement is hereby deleted and is replaced by the revised Attachment B, Activity Work Plan section, which is attached hereto and incorporated herein by reference.
4. All provisions of the Agreement and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform to this Modification, effective as of the date of the last execution of this Modification by both parties.
5. Provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this document as of the dates set out herein.

DEPARTMENT OF COMMUNITY AFFAIRS

By: 
Name: Janice Browning, Division Director
Housing and Community Development
Date: 1/11/05

Recipient: City of Marathon

By: 
Name: Jeff Pinkus
Title: Mayor, City of Marathon
Date: 12-15-04

ACTIVITY WORK PLAN

RECIPIENT City of Marathon

DATE PREPARED December 14, 2004

CONTRACT NO. 02DB-89-11-54-02-H08

ACTIVITY BUDGET \$112,500

(for this activity only)

Activity		Number of Proposed Beneficiaries for this activity only			Proposed Activity Units	
Name <u>Administration</u> Number <u>013</u> Service Area # <u>N/A</u>		LMI	VLI	Total	No. of Units	Type of Units
Date Start (month & year)	Date End (month & year)	Describe Proposed Action to be Undertaken or Contract Special Condition Clearance Documentation to be Submitted by "Date End"			# Units to be Completed by "Date End"	Proposed \$\$ to be Requested by "Date End"
		Submit Request for Release of Funds & Environmental Conditions				
		Submit documentation to clear Special Condition Numbers _____				
01/02	03/02	Administrative Quarterly Reimbursements				\$10,722
04/02	06/02	Administrative Quarterly Reimbursements				\$10,722
07/02	09/02	Administrative Quarterly Reimbursements				\$10,722
10/02	12/02	Administrative Quarterly Reimbursements				\$10,722
01/03	03/03	Administrative Quarterly Reimbursements				\$10,722
04/03	06/03	Administrative Quarterly Reimbursements				\$10,722
07/03	09/03	Administrative Quarterly Reimbursements				\$10,722
10/03	12/03	Administrative Quarterly Reimbursements				\$10,722
01/04	03/04	Administrative Quarterly Reimbursements				\$10,722
04/04	06/04	Administrative Quarterly Reimbursements				\$10,722
07/04	09/04	Administrative Quarterly Reimbursements				\$3,615
10/04	12/04	Administrative Quarterly Reimbursements				\$1,665
01/05	03/05	Administrative Quarterly Reimbursements				\$00.00
04/05	06/05	Administrative Quarterly Reimbursements				\$00.00
07/05	07/05	Administrative Quarterly Reimbursements				\$00.00
07/05	07/05	Submit Administrative Closeout				

0803

ACTIVITY BUDGET TOTAL \$ 112,500
(must equal Activity Budget in the heading of this form)

RECEIVED

ACTIVITY WORK PLAN

RECIPIENT City of Marathon

DATE PREPARED December 14, 2004

CONTRACT NO. 02DB-89-11-54-02-H08

ACTIVITY BUDGET \$549,924.01

(for this activity only)

Activity		Number of Proposed Beneficiaries for this activity only			Proposed Activity Units	
Name <u>Sewer Connections</u> Number <u>09(a)</u> Service Area # <u>N/A</u>		<u>40</u> LMI	<u>20</u> VLI	<u>60</u> Total	<u>60</u> No. of Units	<u>Housing Units</u> Type of Units
Date Start (month & year)	Date End (month & year)	Describe Proposed Action to be Undertaken or Contract Special Condition Clearance Documentation to be Submitted by "Date End"			# Units to be Completed by "Date End"	Proposed \$\$ to be Requested by "Date End"
		Submit Request for Release of Funds & Environmental Conditions				
		Submit documentation to clear Special Condition Numbers <u>ALL</u>				
01/04	03/04	Sewer Connections (10%)			6	\$100,000.00
04/04	06/04	Sewer Connections (30%)			18	\$150,000.00
07/04	09/04	Sewer Connections (50%)			30	\$00.00
10/04	12/04	Sewer Connections (70%)			42	\$100,000.00
01/05	03/05	Sewer Connections (80%)			48	\$150,000.00
04/05	06/05	Sewer Connections (90%)			54	\$49,924.01
07/05	07/05	Sewer Connections (100%)			60	\$00.00
07/05	07/05	Submit Administrative Closeout				

ACTIVITY BUDGET TOTAL \$ 549,924.01
(must equal Activity Budget in the heading of this form)

ACTIVITY WORK PLAN

RECIPIENT City of Marathon

DATE PREPARED December 14, 2004

CONTRACT NO. 02DB-89-11-54-02-H08

ACTIVITY BUDGET \$ 87,575.99
(for this activity only)

Activity		Number of Proposed Beneficiaries for this activity only			Proposed Activity Units	
Name <u>Housing Rehabilitation</u> Number <u>09(a)</u> Service Area # <u>N/A</u>		<u>20</u> LMI	<u>80</u> VLI	<u>100</u> Total	<u>100</u> No. of Units	<u>Housing Units</u> Type of Units
Date Start (month & year)	Date End (month & year)	Describe Proposed Action to be Undertaken or Contract Special Condition Clearance Documentation to be Submitted by "Date End"			# Units to be Completed by "Date End"	Proposed \$\$ to be Requested by "Date End"
		Submit Request for Release of Funds & Environmental Conditions				
		Submit documentation to clear Special Condition Numbers <u>ALL</u>				
04/02	06/02	Housing Rehabilitation (20%)			20	\$26,068.50
07/02	09/02	Housing Rehabilitation (30%)			30	\$00.00
10/02	12/02	Housing Rehabilitation (40%)			40	\$2,942.82
01/03	03/03	Housing Rehabilitation (50%)			50	\$51,098.00
04/03	06/03	Housing Rehabilitation (75%)			75	\$7,156.56
07/03	09/03	Housing Rehabilitation (100%)			100	\$310.11
07/05	07/05	Submit Administrative Closeout				

ACTIVITY BUDGET TOTAL \$ 87,575.99
(must equal Activity Budget in the heading of this form)