

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

Meeting Date: November 06, 2007 [X] Consent [] Regular

Department: Housing and Community Development

Submitted By: Housing and Community Development

Submitted For: Commission on Affordable Housing

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: a repayment of \$14,350 to the Robert E. Pinchuck Memorial Housing Trust Fund (HTF) from the Housing and Community Development Department's (HCD) earned program income derived from the repayment of rehabilitation loans made to private property). This repayment will resolve a monitoring finding by the Florida Housing Finance Corporation (FHFC) who provides State Housing Initiative Program (SHIP) funding to Palm Beach County.

**Summary:** In Fiscal Year 2002-2003, Jason and Shantel Pettry received \$29,350 as down payment assistance to purchase their first home. The verified household income of the Pettry's determined the household was low income and eligible for down payment assistance up to \$30,000. The FHFC contracts with Florida Planning Group, Inc. to monitor SHIP Programs throughout the State. The CAH was monitored on May 8, 2007 for Fiscal Year 2003 – 2006. After Florida Planning Group, Inc. reviewed the Pettry's file, this family was deemed a moderate income household and eligible for a down payment maximum of \$15,000. Florida Planning Group stated CAH staff incorrectly calculated the household income. The HCD will use program income from rehabilitation loans to private rental housing developers to repay the HTF. **Countywide (TKF)**

**Background and Policy Issues:** The Commission on Affordable Housing's (CAH) Purchase Assistance Program provided up to \$40,000, \$30,000 or \$20,000 to very low income (50% or below area median income), low income (51% to 80% of area moderate income) and moderate income, (81% to 120% of area median income) respectively, as down payment assistance for income eligible first time home buyers. FHFC administers the SHIP that's managed locally by HCD through the CAH.

**Attachments:**

**A. Florida Planning Group, Inc. monitoring letter dated 7/10/07**

Recommended By:

  
Department Director

10/18/07  
Date

Approved By:

  
Assistant County Administrator

10/29/07  
Date


### A. Five Year Summary of Fiscal Impact:


Is Item Included In Current Budget? Yes x No      Budget Account No.:  
Fund 1100 Agency 143 Unit 1106 Object<sup>8301</sup>      Program Code/Period RFS50/GY06

**Approval of this agenda item will repay the Robert E. Pinchuck Memorial Housing Trust fund \$14,350, as a result of a monitoring finding by the Florida Housing Finance Corporation.**

*SM/m* 10-17-02  
Shariette Major, Fiscal Manager b1

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

 10-24-07  
 10/24/07 OFMB 22 10/24/07  
 10/24/07 10/27/07

 10/24/07  
 Contract Dev. and Control  
 10/25/07

  
**Senior Assistant County Attorney**

Other Department Review:

*Edward H. Young*  
Department Director

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**FLORIDA PLANNING GROUP**  
**INC.**

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July 6, 2007

**Mr. Edward Lowery, Director**

Palm Beach County Housing and Community Development  
3323 160 Australian Avenue, Suite 500  
West Palm Beach, FL 33406

**Re: Palm Beach County SHIP Program**

Dear Mr. Lowery:

Thank you for your June 27 letter responding to our May 30 SHIP monitoring report. Your letter was reviewed, and all items were satisfactorily addressed; however, please provide additional information concerning how and when the Pettry overpayment will be resolved. The monitoring will remain open pending resolution.

Please provide the requested information by August 6. If you have any questions, I can be reached at 821-8281.

Yours truly,

**Elaine S. Wright**  
Monitoring Manager

cc: Matt Juggenheimer, Compliance Manager, FHFC  
Stan Fitterman, Senior Technical Advisor, Florida Housing Coalition

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**(904) 821-8281 FAX (904) 241-2500**

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