

## AGENDA ITEM SUMMARY

Meeting Date: September 12, 2017      ☐ Consent      ☒ Regular  
    ☐ Ordinance      ☐ Public Hearing

Department: Department of Housing and Economic Sustainability

## **I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to: A) Approve** an Impact Fee Affordable Housing Assistance Program (IFAHAP) funding award in the amount of \$55,999.90 to Community Land Trust of Palm Beach County, Inc. (CLT) for the Davis Landings West project; **B) Authorize** the Mayor to execute a Certificate of Award to be released to the recipient pursuant to IFAHAP Guidelines; **C) Approve** a Budget Transfer of \$37,610 in Impact Fee Assistance Program – Roads Zone 4 to appropriate funds for CLT; **D) Approve** a Budget Transfer of \$17,989 in Impact Fee Assistance program – Parks Zone 2 to appropriate funds for CLT; and **E) Approve** a Budget Transfer of \$402 in Impact Fee Assistance Program – Public Building to appropriate funds for CLT.

**Summary:** On April 16 and 19, 2017, the Department of Housing and Economic Sustainability issued a Notice of Funding Availability (NOFA) making \$1,194,948 in IFAHAP funding available from Palm Beach County's Fiscal Year 2016 funding cycle. The CLT submitted a request for assistance in response to the NOFA on April 18, 2017. Staff recommends that up to \$55,999.90 be provided as a reimbursement of impact fees associated with the Davis Landings West project. The CLT will be reimbursed for payments made for Zone 4 Roads Impact Fees (\$37,609.52), Zone 2 Parks Impact Fees (\$17,988.88) and Public Buildings Impact Fees (\$401.50) for the construction of Davis Landings West. CLT will pay any of the Impact Fees amount above \$55,999.90. The project will have 16 single family homes and eight (8) townhomes. According to IFAHAP requirements, all homes will be sold to households with incomes no greater than 140% of Area Median Income (AMI). The assisted units will be deed-restricted to remain affordable for no less than 15 years. The project is located at 3522 Davis Landing Circle in unincorporated Palm Beach County. **These funds are from interest earned by the Impact Fee Fund.** District 3 (JB)

**Background and Justification:** On November 17, 2009, the Board of County Commissioners (BCC) authorized the use of impact fee investment earnings from roads, parks, and public buildings for affordable housing projects. On January 10, 2017, the BCC approved the current IFAHAP Guidelines. The IFAHAP NOFA made funds available to for-profit and non-profit developer entities seeking to build affordable rental housing units or for-sale housing units and to individuals seeking to build owner-constructed/occupied housing units for use as their principal place of residence. All assisted housing units must serve households whose incomes are no more than 140% of AMI. The NOFA funds must be encumbered no later than March 28, 2018, and Certificate(s) of Occupancy from the jurisdictional building department must be obtained for all Assisted Units and such units must be occupied by eligible households within four (4) years after the date of funding approval by the BCC. A responsiveness review determined that the CLT was responsive thus warranting recommendation for a funding reservation of impact fee credits/reimbursements.

1. Location Map
2. Budget Transfers

Recommended By: *Spencer Howard* 8-30-17  
Department Director Date

Approved By: *Paul Johnson* 9/15/17  
Assistant County Administrator Date



## II. FISCAL IMPACT ANALYSIS

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

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures					
Operating Costs	\$56,001				
External Revenues					
Program Income (County)	(\$56,001)				
In-Kind Match (County)					
NET FISCAL IMPACT	-0-				

# ADDITIONAL FTE POSITIONS (Cumulative)					
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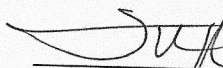
Is Item Included In Current Budget? Yes \_\_\_\_\_ No ☒  
 Budget Account No.:

Fund 3534 Dept 143 Unit 1461 Object 8201: \$37,610  
 Fund 3622 Dept 143 Unit 1461 Object 8201: \$17,989  
 Fund 3815 Dept 143 Unit 1461 Object 8201: \$402

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

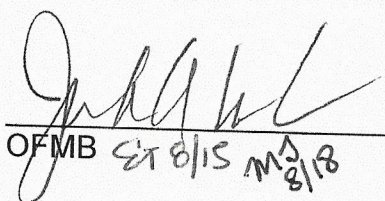
Approval of this agenda item will allocate \$56,001 to Community Land Trust of Palm Beach County, Inc., for construction of the Davis Landings West project under the Impact Fee Affordable Housing Assistance Program.

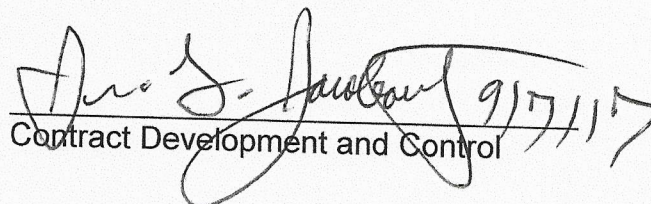
### C. Departmental Fiscal Review:

  
 Shairette Major, Fiscal Manager II

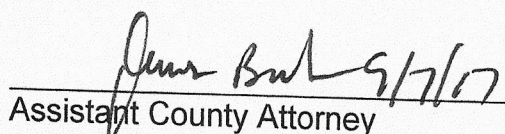
## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Development and Control Comments:

 8/18/17  
 OFMB ST 8/15 M 8/18

 9/7/17  
 Contract Development and Control

### B. Legal Sufficiency:

 9/7/17  
 Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
 Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)



LOCATION MAP

CLT Davis Landings West

North ↑



17-1000

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET TRANSFER

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BGEX-143-08111700001647

FUND 3534 -Impact Fee Assistance Program - Roads Zone 4

Use this form to provide budget for items not anticipated in the budget.

ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
<b>EXPENDITURES</b>								
143-1461-8201	Contributions - Non Governmental Agency	0	0	37,610	0	37,610	0	37,610
821-9702-9902	Operating Reserves	131,667	131,667	0	37,610	94,057	0	94,057
<b>TOTAL EXPENDITURES</b>				<b>37,610</b>	<b>37,610</b>			

Department of Housing and Economic Sustainability

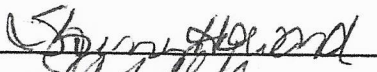
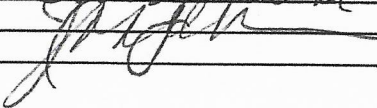
INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

8-17-17  
9/6/17

By Board of County Commissioners

At Meeting of :

September 12, 2017

Deputy Clerk to the

Board of County Commissioners

17-1001

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET TRANSFER

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FUND 3622 -Impact Fee Assistance Program - Parks Zone 2

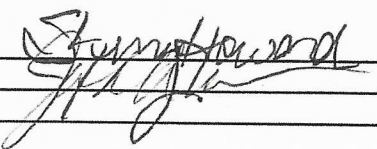
Use this form to provide budget for items not anticipated in the budget.

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<b>EXPENDITURES</b>								
143-1461-8201	Contributions - Non Governmental Agency	0	0	17,989	0	17,989	0	17,989
821-9702-9902	Operating Reserves	22,238	22,238	0	17,989	4,249	0	4,249
<b>TOTAL EXPENDITURES</b>				<b>17,989</b>	<b>17,989</b>			

Department of Housing and Economic Sustainability  
INITIATING DEPARTMENT/DIVISION  
Administration/Budget Department Approval  
OFMB Department - Posted

Signatures

Date

  
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8-17-17  
9/6/17  
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By Board of County Commissioners  
At Meeting of :  
September 12, 2017  
Deputy Clerk to the  
Board of County Commissioners



17- 1002

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET TRANSFER

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FUND 3815 -Impact Fee Assistance Program - Public Building

Use this form to provide budget for items not anticipated in the budget.

ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
<b>EXPENDITURES</b>								
143-1461-8201	Contributions - Non Governmental Agency	0	0	402	0	402	0	402
821-9702-9902	Operating Reserves	35,960	35,960	0	402	35,558	0	35,558
<b>TOTAL EXPENDITURES</b>				<b>402</b>	<b>402</b>			

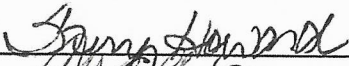
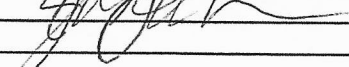
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