

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: **December 19, 2017** **[] Consent** **[X] Regular**
 [] Ordinance **[] Public Hearing**

Department: Department of Housing and Economic Sustainability

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: A) Rescind the 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 as approved on September 12, 2017; **B) Rescind** the Certificate of Award to CLT as executed by the Mayor based on delegated authority approved on September 12, 2017; **C) Approve** an Impact Fee Affordable Housing Assistance Program (IFAHAP) funding award in an amount not to exceed \$53,062.78 to CLT for the Davis Landings West project; **D) Authorize** the Mayor to execute a new Certificate of Award to be released to the recipient pursuant to IFAHAP Guidelines; and **E) Approve** a Budget Transfer of \$2,937 in Impact Fee Assistance program – Parks Zone 2 to adjust down the appropriated funds for CLT to the approved amount.

Summary: On September 12, 2017, the Board of County Commissioners (BCC) approved a funding award of \$55,999.90 to CLT under the IFAHAP in connection with the construction of 24 affordable housing units at their Davis Landings West project. IFAHAP Guidelines require the CLT to place deed restrictions on each home it sells in exchange for the receipt of funds. These deed restrictions contain the affordability requirements of the Program and bind present and future homeowners for 15 years. Since September 12, 2017, the CLT has sold four (4) of the 24 units and continues to work with homebuyers towards the sale of other units. The sale of these four (4) units has precluded the CLT's ability to place the required deed restrictions on these properties when they were sold thereby requiring the reduction of the amount awarded to them. The reduction reflects the amount of IFAHAP assistance associated with these four (4) units. The new \$53,062.78 amount is based on 20 units and is a "not to exceed amount". This amount will be adjusted downward should any further sales take place before a new Certificate of Award is presented for the Mayor's signature. According to IFAHAP requirements, all homes will be sold to households with incomes no greater than 140% of Area Median Income (AMI). 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. 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 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 CLT submitted a request for assistance in response to the NOFA on April 18, 2017. A responsiveness review determined that the CLT was responsive thus warranting recommendation for a funding reservation of impact fee credits/reimbursements.

Attachment(s):

1. Location Map
2. Budget Transfer

Recommended By: Nathan Brown
Department Director

12/4/17
Date

Approved By: 
Assistant County Administrator

12/15/17
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures					
Operating Costs	(\$2,937)				
External Revenues					
Program Income (County)	\$2,937				
In-Kind Match (County)					
NET FISCAL IMPACT	-0-				

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included In Current Budget? Yes X No
Does this Item include the use of Federal Funds? Yes No X

Budget Account No.:

Fund 3622 Dept 143 Unit 1461 Object 8201: (\$2,937)

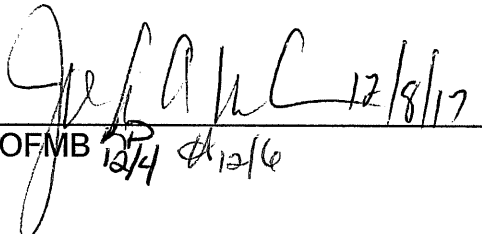
B. Recommended Sources of Funds/Summary of Fiscal Impact:

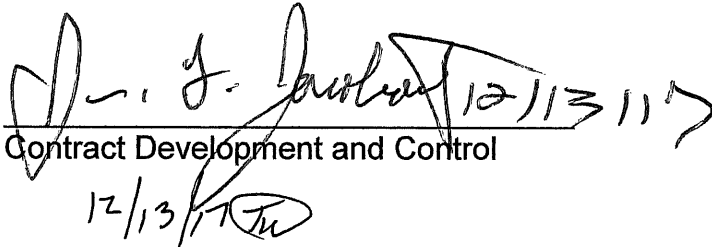
Approval of this agenda item will adjust down the allocation to \$53,064 to Community Land Trust of Palm Beach County, Inc., for construction of the Davis Landings West project under the Impact Fee Affordable Housing Assistance Program.

C. Departmental Fiscal Review: 
Shairette Major, Fiscal Manager II

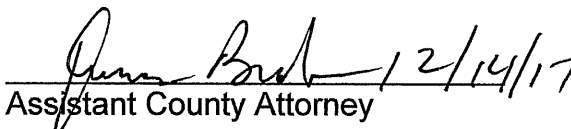
III. REVIEW COMMENTS

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


OFMB 12/4 12/6


Contract Development and Control
12/13 12/13

B. Legal Sufficiency:

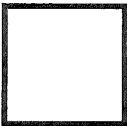

Assistant County Attorney 12/14/17

C. Other Department Review:

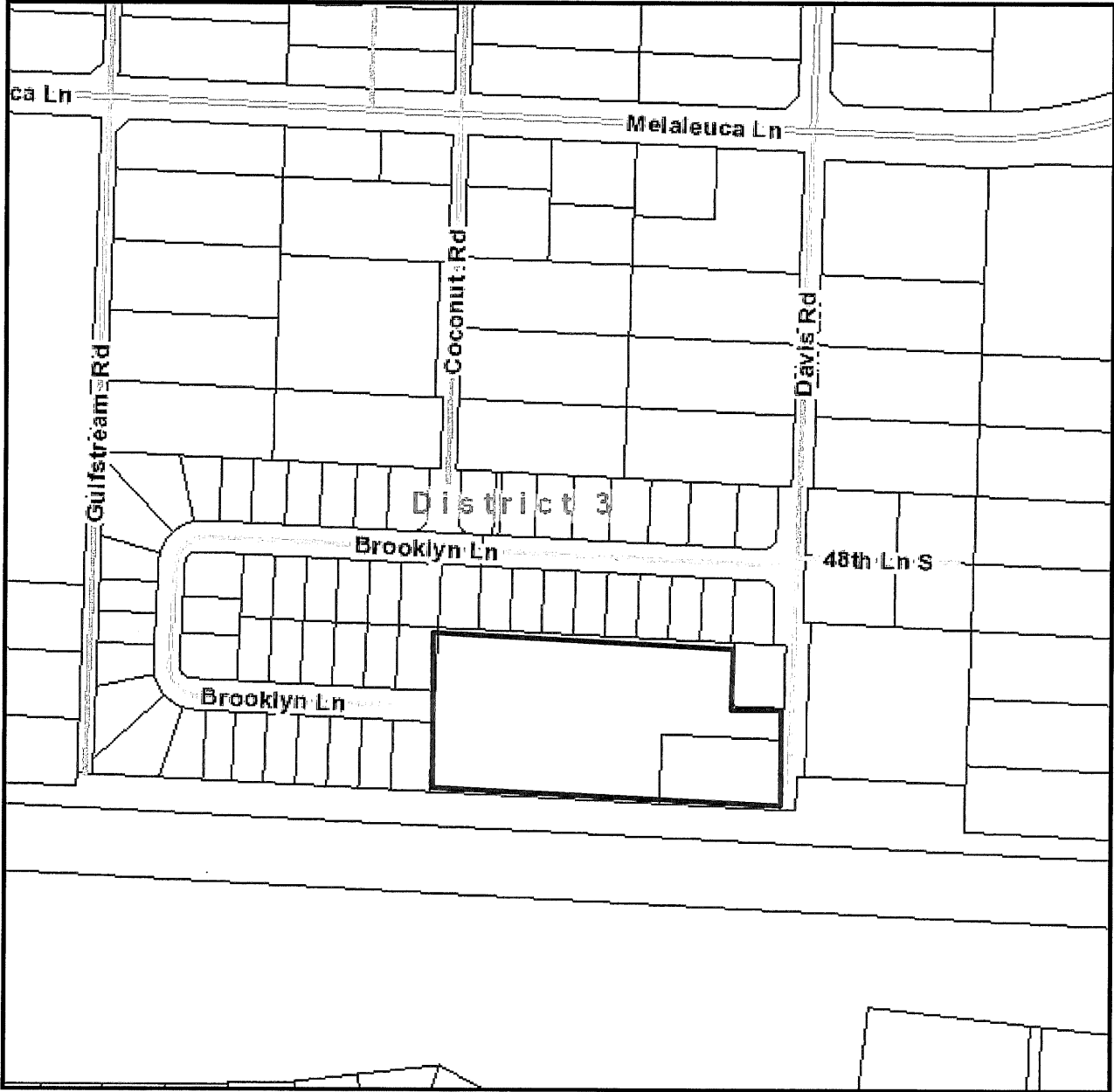
Department Director

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

LOCATION MAP



Community Land Trust of Palm Beach County, Inc.
Davis Landings West project site



18- 0214

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER

Page 1 of 1

BGEX-143-11291700000441

FUND 3622 -Impact Fee Assistance Program - Parks Zone 2

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
EXPENDITURES								
143-1461-8201	Contributions - Non Governmental Agency	0	17,989	0	2,937	15,052	0	15,052
821-9702-9902	Operating Reserves	22,238	1,692	2,937	0	4,629	0	4,629
TOTAL EXPENDITURES				2,937	2,937			

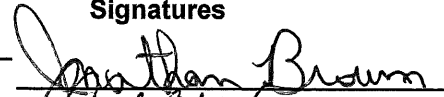
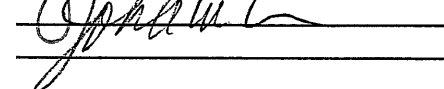
Department of Housing and Economic Sustainability

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

12/4/17
12/8/17

By Board of County Commissioners

At Meeting of :

December 19, 2017

Deputy Clerk to the

Board of County Commissioners

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY


COUNTY ATTORNEY

