

AGENDA ITEM SUMMARY

Meeting Date: December 4, 2018 ☐ Consent ☒ Regular
 ☐ Ordinance ☐ Public Hearing

Department: Department of Housing and Economic Sustainability

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends a motion to approve: Consent for nine (9) County employees and three (3) relatives of County employees to receive State Housing Initiatives Partnership (SHIP) Program funds under the Purchase Assistance Program, the Veteran's Homeownership and Preservation Program and the Emergency Repair Program as administered by the Department of Housing and Economic Sustainability (HES).


Summary: Funding from the 2016-2017 and 2017-2018 SHIP Fiscal Years, will be used to support the requests received from all applicants. Between January 8, 2018 and June 8, 2018, HES accepted names for the SHIP Program waiting list. During this period, 3,624 applicants were placed on the waiting list. Staff subsequently contacted all of the applicants to advise them that the SHIP applications would be available on June 11, 2018 through July 13, 2018. During this period, 1,136 applications were distributed for the Purchase Assistance Program, Veteran's Homeownership and Preservation Program and Emergency Repair Program. To date, 218 applications have been received which included nine (9) from County employees and three (3) from relatives of County employees.

Under these three (3) SHIP Programs, no loan repayment is due as long as the home remains the homeowner's primary residence. If the homeowner rents, sells, or otherwise conveys the home during the term of the mortgage, then the entire principal amount of the loan will become due and payable. The Purchase Assistance Program (PAP) provides assistance in the form of a deferred forgivable loan, which is secured by thirty-year second mortgage. Funding for the PAP is committed once an executed sales contract is received. The Veteran's Homeownership and Preservation Program (VHPP) provides assistance in the form of a deferred forgivable loan, which is secured by fifteen-year second mortgage. Funding for VHPP buyers who are looking to purchase a home, is committed once a executed sales contract is received. The Emergency Repair Program provides assistance in the form of a deferred forgivable loan, which is secured by fifteen-year second mortgage. Applications for this program are accepted year round, as funding remains available. **These are State SHIP funds which require no local match.** Countywide (JB)

Background and Policy Issues: On April 19, 2016 (R2016-0535), the Board of County Commissioners approved the three-year SHIP Local Housing Assistance Plan (LHAP) for Palm Beach County, which included the Purchase Assistance Program, the Veteran's Homeownership and Preservation Program and the Emergency Repair Program. Of the 12 applicants identified below, eight (8) applied under the Purchase Assistance Program, two (2) applied under the Veteran's Homeownership and Preservation Program and two (2) applied under the Emergency Repair Program. The Purchase Assistance Program, the Veteran's Homeownership and Preservation Program provide financial assistance for gap financing, lot acquisition, down payment assistance, closing costs and rehabilitation of the purchased units. The Emergency Repair Program provides financial assistance to address emergency conditions such as roofing, electrical, plumbing or structural repairs.

Continued on Page 3

Recommended By: Jonathan Brown 11/6/18
Department Director Date

Approved By:  11/27/18
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures					
Operating Costs					
External Revenues					
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	*				
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included In Current Budget?

Does this Item include the use of Federal funds? Yes _____ No _____


Budget Account No.:

Fund _____ Dept _____ Unit _____ Object _____ Program Code/Period _____

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

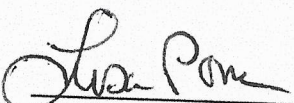
*No fiscal impact at this time

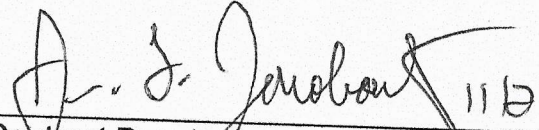
C. Departmental Fiscal Review:


Shairette Major, Fiscal Manager II

III. REVIEW COMMENTS

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

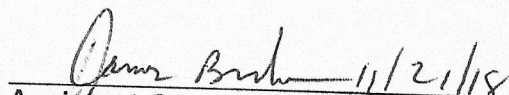
 11/14/18
OFMB

 11/15/18
Contract Development and Control

11/9/18

11/20/18 CW

B. Legal Sufficiency:

 11/21/18
Assistant County Attorney

C. Other Department Review:

Department Director

Background and Policy Issues: (Continued from Page 1)

Below is a further description of the three (3) programs and summary of the 12 subject applicants.

PURCHASE ASSISTANCE PROGRAM

Provides up to \$105,000 in down payment and closing cost assistance to eligible first-time homebuyers for existing and/or new construction homes. The actual amount of assistance depends upon the purchase price, closing costs and buyer contribution. Buyers must contribute a minimum of 2.5% or 3.5% of the sales price, based on their income category.

County Employees:

1. Maria White qualifies as a low-income applicant and presently employed by the Palm Beach County Library System. Her application was submitted on July 27, 2018.
2. Felisha Whitehurst Spence is a low-income applicant and presently employed by Community Services Department. Her application was submitted on September 25, 2018.
3. Randall Graham is a moderate-income applicant and presently employed in Community Services Department. His application was submitted on July 16, 2018.
4. Maurice A. Watson is a low-income applicant and presently employed in Facilities Development & Operations Department. His application was submitted on August 2, 2018.
5. Alberto Torres is a moderate-income applicant and presently employed in Engineering and Public Works Department. His application was submitted on August 28, 2018.
6. Claudia Maritza Garzon-Rodriguez is a low-income applicant and presently employed in the Community Services Department. Her application was submitted on September 13, 2018.

Relatives of County Employees:

1. Tina Wright is a moderate-income applicant and her daughter is presently employed in the Community Services Department. Her application was submitted on July 24, 2018.
2. Elvis Baseo Amrat is a moderate-income applicant and his father-in-law is presently employed by the Parks and Recreation Department. His application was submitted on September 19, 2018.

VETERAN'S HOMEOWNERSHIP AND PRESERVATION PROGRAM:

Provides up to \$105,000 in down payment and closing cost assistance to income eligible active duty military personnel and veterans. The actual amount of assistance depends on the purchase price, closing costs and buyer contribution. Buyers are required to contribute a minimum of 2.5% or 3.5% of the sales price, based on their income category.

County Employees:

1. Stefania Russell is a moderate-income applicant and presently employed in the Department of Housing and Economic Sustainability. Her application was submitted on July 18, 2018.
2. April Patrick is a low-income applicant and presently employed in Palm Beach County Fire Rescue. Her application was submitted on July 27, 2018.

EMERGENCY REPAIR PROGRAM:

Provides up to \$43,000 for emergency repair work to eligible owner occupied homeowners.

County Employee:

1. Tessa Wattley is a moderate-income applicant and presently employed in the Department of Housing and Economic Sustainability. Her application was submitted on July 11, 2018.

Relative of County Employee:

1. Jenny Bretz is a moderate-income applicant and her sister is presently employed by the Department of Housing and Economic Sustainability. She submitted her application on July 10, 2018.