

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

**Meeting Date:** November 1, 2022       Consent Ordinance       Regular Public Hearing

**Department:** Housing and Economic Development

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to receive and file: the following three amendments to agreements and two agreements:

- A) Amendment 002 to a Home Investment Partnership Program (HOME) Community Housing Development Organizations (CHDO) Loan Agreement (R2021-1078), as amended by Amendment 001 (R2022-0704) on June 6, 2022, with Habitat Housing Solutions, Inc. (HHS) for \$552,000, increasing the number of units to be constructed from four (4) to five (5) and increasing the HOME/CHDO funding amount from \$552,000 to \$690,000; and
- B) Amendment 002 to a HOME Loan Agreement (R2021-1076), as amended by Amendment 001 (R2022-0343) on February 22, 2022, with Habitat Housing Solutions for \$315,672, for the construction of three (3), for-sale, single family homes, extending the completion date from December 31, 2022 to March 31, 2023; and
- C) Amendment 001 to a HOME Loan Agreement (R2022-0195) with New Urban Community Development Corporation, Inc. (NUCDC) for \$503,590, for the debt refinancing and renovation of their eleven (11) unit apartment complex, extending the renovation and project completion date from April 30, 2022 to August 31, 2022; and
- D) A Loan Agreement with Housing Partnership, Inc. d/b/a Community Partners of South Florida, Inc. (CPSF) providing \$1,800,000 in Community Development Block Grant (CDBG) funding to partially fund the acquisition of a 20 unit transitional housing complex known as The Village; and
- E) A Loan Agreement with Berkeley Landing, LLC for \$1,090,000 to provide gap financing for the construction of 112 affordable units in Riviera Beach known as Berkeley Landing.

**Summary:** The attached HOME documents have been executed on behalf of the Board of County Commissioners (BCC) by the Director of the Department of Housing and Economic Development (DHED) in accordance with Agenda Item 6D-4, 5A-3, 4B-1 and 6A-1 as approved by the BCC on November 17, 2020, February 11, 2020, November 5, 2019 and February 9, 2021 respectively.

The attached CDBG and state Housing Initiatives Partnership (SHIP) documents have been executed on behalf of the Board of County Commissioners (BCC) by the Director of DHED in accordance with Agenda Item 6D-6 and 5C-2, as approved by the BCC on July 12, 2022 and June 14, 2022, respectively. Agenda Item 5C-2, dated June 14, 2022, awarded SHIP and non-federal funds to a successful respondent to Request for Proposal HED.2022.1. **Continued on Page 3**

**Background and Justification: Continued on Page 3**

**Attachment(s):**

- 1 Amendment 002 to a HOME CHDO Loan Agreement with Habitat Housing Solutions, Inc.
- 2 Amendment 002 to a HOME Loan Agreement with Habitat Housing Solutions, Inc.
- 3 Amendment 001 to a HOME Loan Agreement with New Urban Community Development Corporation, Inc.
- 4 Loan Agreement with Housing Partnership, Inc., d/b/a Community Partners of South Florida, Inc.
- 5 Loan Agreement with Berkeley Landing LLC
- 6 Amendment request letter (HOME CHDO Loan Agreement) from Habitat Housing Solutions, Inc.
- 7 Amendment request letter (HOME Loan Agreement) from Habitat Housing Solutions, Inc.
- 8 Amendment request letter (HOME Loan Agreement) from New Urban Community Development Corp., Inc.

**Recommended By:**       10-11-22  
Department Director      Date

**Approved By:**       10/18/2022  
Assistant County Administrator      Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2023	2024	2025	2026	2027
Grant Expenditures					
Operating Costs	\$1,228,000				
External Revenues	(\$638,500)				
Program Income (County)					
In-Kind Match (County)					
<b>NET FISCAL IMPACT</b>	<b>\$589,500</b>				

# 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  X  No \_\_\_\_\_

Budget Account No.:

Fund 1103 Dept. 143 Unit 1434 Object 8201 Program Code/Period \$138,000  
 Fund 1100 Dept. 143 Unit 7176 Object 8201 Program Code/Period RFS102F/GY21 \$500,500  
 Fund 1164 Dept. 143 Unit 310D Object 8201 Program Code/Period \$589,500

Approval of this agenda item will appropriate \$138,000 additional HOME funds to Habitat Housing Solutions, Inc. and \$1,090,000 to Berkeley Landing, LLC. (\$500,500 SHIP funds and \$589,500 ARPA Response Project funds). \$1,800,000 in CDBG funds was appropriated to the Housing Partnership, Inc. and expended in FY2022.

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

C. Departmental Fiscal Review:   
 Shairette Major, Division Director II

**III. REVIEW COMMENTS**

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

 10/13/22  
 OFMB 9/10/12  
 LM 10/13

 10/17/22  
 Contract Development and Control

**B. Legal Sufficiency:**

 10/18/22  
 Assistant County Attorney

**C. Other Department Review:**

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

## Summary: Continued from Page 1

The Loan Agreement (R2021-1078) with Habitat Housing Solutions, Inc., provided \$625,000 in HOME funding and a \$65,000 HOME/CHDO grant towards the construction of five single family homes in the Glades area. One site was plagued with soil issues and had to be removed from the project. Amendment 001 reduced the funding amounts for construction and CHDO expenses by 20% to reflect the lost unit. HHS has located a replacement site and the number of units and the funding amounts originally allocated for the project have been reinstated to the original allocation of \$690,000.

The Loan Agreement (R2021-1076) with Habitat Housing Solutions, Inc., provided \$315,672 in HOME funding toward the construction of three single family affordable housing units. COVID-19 and supply chain issues have impacted the project thereby the need to extend the project completion date from September 30, 2022 to January 30, 2023.

The Loan Agreement (R2022-0195) with NUCDC provided \$503,590 in HOME funding towards the debt refinancing and interior renovations for NUCDC's 11 unit rental property known as Henrietta Townhomes, located at 1301 Henrietta Avenue in West Palm Beach. Amendment 001 extended the completion date for renovations and construction close-out from April 30, 2022 to August 31, 2022.

The Loan Agreement with Housing Partnership, Inc. dba CPSF provided \$1,800,000 in CDBG funding to partially fund the acquisition of a 20 unit transitional housing complex known as The Village. CPSF rented the complex located at 1311 Tamarind Avenue/1304 13<sup>th</sup> Street in West Palm Beach and the acquisition will preserve the site's current use as a transitional housing facility and ensure the long term affordability of the units.

The Loan Agreement with Berkeley Landing LLC provides a total of \$1,090,000 (SHIP \$500,500 and non-federal funding \$589,500) to construct Berkeley Landing, a 112-unit multifamily rental development, including 15 SHIP-assisted units, located at 3100-3124 Broadway Avenue, Riviera Beach.

In accordance with County PPM CW-O-051, all delegated contracts, agreements and grants must be submitted by the initiating department as a receive and file agenda item. **HOME Program grant funds are Federal funds which require a 25% local match provided by SHIP funds. CDBG Funds are Federal Funds that do not require a local match.** Districts 2, 6 and 7 (HJF)

## Background and Justification: Continued from Page 1

The U.S. Department of Housing and Urban Development provides an annual allocation of CDBG and HOME grant funding to Palm Beach County. HOME works to provide affordable rental housing and homeownership opportunities for persons with incomes no greater than 80% of Area Median Income. CDBG funds are allocated to projects whose beneficiaries are of low and/or low and moderate income. Florida Housing Finance Corporation provides SHIP funds to the County annually as an incentive to create partnerships that preserve and develop affordable housing.