

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: **May 2, 2023**

Consent

Regular

Ordinance

Public Hearing

Department: **Housing and Economic Development**

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

A) approve Community Development Block Grant Coronavirus (CDBG-CV) funding of up to \$1,630,785 to The Lord's Place, Inc.;

B) direct staff to negotiate the funding agreement; and

C) authorize the County Administrator, or designee, to execute the funding agreement, amendments thereto, and all other documents necessary for project implementation.

Summary: The Lord's Place, Inc. is a local 501(c) not-for-profit organization dedicated to breaking the cycle of homelessness by providing innovative, compassionate and effective services to men, women, and children in our community. The Lord's Place has entered into a contract to purchase from Community Partners of South Florida a one (1) acre residential property located at 2865 Melaleuca Drive in unincorporated West Palm Beach. The property includes an existing single-family home and six (6) cottages which The Lord's Place will operate as "Bill's Place" to provide permanent housing for 15 older adults experiencing homelessness and behavioral health conditions. Residents will receive safe housing, case management, recovery support, life skills instruction, adult education, job training and placement, and other supportive services.

Staff recommends a forgivable loan of \$1,630,785 through the CDBG-CV program, funds would be used for the acquisition and rehabilitation. CDBG-CV was provided through the federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act). The County received \$9,322,419 in CDBG-CV funding.

The Pulte Family Charitable Foundation has pledged \$2,000,000 to fund operational costs of the facility, and The Lord's Place will be responsible for securing all necessary operational funding throughout the period of affordability. The property will be restricted for occupancy by CDBG-CV qualifying populations for no less than 30 years. The funding agreement and related documents pursuant to these County funds will be between the County and The Lord's Place, Inc. or its respective successors and/or assigns. To facilitate project implementation, staff requests authorization for the County Administrator, or designee, to execute the funding agreement and related documents. **These are CDBG-CV grant funds that do not require a local match.** District 3 (HJF)

Background and Policy Issues: On March 27, 2020, President Trump signed the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, in response to the COVID-19 pandemic. The CARES Act included \$5 billion CDBG-CV for formula allocations to States and local governments to prevent, prepare, and respond to the COVID-19 pandemic. On April 2, 2020, HUD notified Palm Beach County of the initial CDBG-CV grant award of \$3,935,468, and on May 5, 2020 (R2020-5023) the Board of County Commissioners (BCC) approved allocation of the funds. On April 11, 2020, HUD notified the County of a second CDBG-CV grant award of \$5,386,951, and on May 18, 2021 (R2021-0727) the BCC approved the allocation of the funds. Use of the CDBG-CV funds is subject to completion of an amendment to the Action Plan for FY 2020-2021 and preparation of an environmental review in accordance with 24 CFR Part 58.

Attachment:

1. Project Description

Recommended By: Jonathan Brown Department Director April 19, 2023 Date

Approved By: Dodd A. Smith Assistant County Administrator 4/25/2023 Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures					
Operating Costs	1,630,785				
External Revenues	(1,630,785)				
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	-0-				

# ADDITIONAL FTE POSITIONS (Cumulative)	-0-				
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Is Item Included In Proposed Budget? Yes X No _____
 Does this Item include the use of Federal funds? Yes X No _____

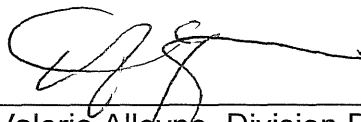
Budget Account No.:

Fund 1160 Dept. 143 Unit 1446 Object 8201 Program Code/Period _____

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

Approval of this agenda item will appropriate \$1,630,785 in Federal CDBG-CV funds to The Lord's Place, Inc.

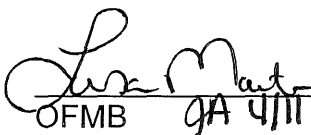

C. Departmental Fiscal Review:



 Valerie Alleyne, Division Director II
 Finance and Administrative Services, DHED

III. REVIEW COMMENTS

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

 4/11/2023
 OFMB GA 4/11 LM 4/11
 4/18/23
 Contract Development and Control Tom 4/19/23

B. Legal Sufficiency:

 4/25/23
 Chief Assistant County Attorney

C. Other Department Review:

 Department Director

BILL'S PLACE SUPPORTIVE HOUSING CAMPUS

PROGRAM OVERVIEW

We are requesting \$1,630,785 in federal HOME-ARP funding from the Palm Beach County Department of Housing and Economic Development (HED) to purchase and renovate the housing facility recently vacated by Community Partners at 2865 Melaleuca Drive in unincorporated West Palm Beach. The facility consists of a main house and 6 cottages on 1 acres of land. The property's purchase price is \$1.1 million. The estimated renovation cost is \$530,785. Our agency is contributing to the renovation costs by using approximately \$24,000 in donated supplies on portions of the work.

Our agency plans to use the property to operate Bill's Place, a new "other permanent housing" program for up to 15 single adult men ages 50 and over experiencing homelessness, behavioral health conditions, and/or other barriers to stability. Bill's Place will provide safe, supportive housing and comprehensive wraparound services. Clients will have access to case management, benefits navigation, peer support, recovery support, life skills instruction, job training and placement, adult basic education/GED tutoring, and SSI/SSDI Outreach, Access and Recovery (SOAR). The program will incorporate population-specific service delivery strategies developed by housing and clinical staff and a board-level Older Adults subcommittee.

All clients will be screened for participation in The Lord's Place's CARE Team, an integrated health care and coordination program. Clients will be referred to the CARE Team by a case manager and evaluated by Tyrina Pinkney, DSW, LCSW, Director of Clinical Services, and Eugenia Millender, Ph.D., RN, PMHNP-BC, a board-certified psychiatric nurse practitioner. The CARE Team's multidisciplinary team of health professionals, housing staff, and support services specialists work together to coordinate clients' physical and behavioral health care. The program improves the health of individuals experiencing co-occurring homelessness and behavioral health conditions through the following services: health care support and coordination; insurance enrollment; medical transportation; warm linkage to health services; treatment regimen assistance; preventative health education; housing stabilization support; and other wraparound services that address the Social Determinants of Health. Through these services, clients demonstrate improved outcomes related to health insurance enrollment, recovery status, emergency services usage reduction, and housing stability.

Bill's Place will offer non-time-limited housing to clients. Those who express a wish to transition to community-based permanent housing will receive assistance to achieve that goal. The case manager will begin transition planning with exiting clients at the time such a goal is identified and a minimum of 90 days prior to exit. As case managers assist clients with daily living logistics, a housing specialist will help them find a suitable housing placement. The housing specialist will collaborate with the Community Action Program and Homeless Coalition to secure subsidized housing for clients and/or financial assistance for move-in costs. In addition, The Lord's Place operates several affordable graduate housing facilities for former clients.

TARGET POPULATION AND ELIGIBILITY CRITERIA:

Bill's Place will serve up to 15 single adult men ages 50 and over experiencing homelessness, behavioral health conditions, and/or other barriers to stability. The program will welcome referrals from street outreach providers (e.g., The Lord's Place, HOT Team), temporary homeless housing providers, and other partner organizations. It will not accept referrals from the County's coordinated entry system.

Clients must be Palm Beach County residents to qualify for the program. They must be over of the age of 50 years old. They must have documentation substantiating their homeless status (defined as unsheltered or residing in emergency or transitional housing).

PROGRAM POLICIES:

Bill's Place's operations will be governed by standard agency, housing, and client care policies and procedures. The program will be classified as an "other permanent housing" program in the County's Homeless Management Information System (HMIS). Clients will be able to live in the program on a non-time-limited basis, however it will avoid classification as "permanent supportive housing," enabling it to use the admission criteria described above and operate using a recovery-oriented approach. Bill's Place will be a dry campus. Clients will be required to maintain their recoveries while in the program. Clients who relapse will be connected substance use treatment services. If a client is recommended for inpatient substance use treatment, the program will hold their spot in the program for up to 90 days to complete treatment. Clients will be required to pay rent in the amount of up to 30% of their income based on a rent calculation form. All rent monies paid will be maintained in a bank account by The Lord's Place and returned to the clients in full upon exiting the program in order to fund their transition plans and personal savings.

SERVICE DELIVERY:

Bill's Place will operate using a recovery housing model that maintains an abstinence-centered environment conducive to clients' recovery from mental health and substance use challenges. The program will prioritize client choice and self-determination. It will use a client-centered approach and empower clients to have meaningful opportunities for input and engagement. In addition to intensive case management, clients will have access to trained peer specialists who will provide recovery support and teach them new life and social skills. A central focus of the peers is to help clients establish and engage with health social networks.

Throughout their stays, clients continue to have access to intensive case management, peer support and wraparound services. Staff will be trained in and use best practices such as Harm Reduction, Motivational Interviewing, and Trauma Informed Care. They will be certified in CPR and First Aid. Staff will provide a supportive, uplifting environment that aids recovery from mental health and substance use challenges.

SCOPE OF WORK:

The following services will be provided to all clients:

- Housing
- Intake and Assessment
- Basic Needs Assistance:
 - Food
 - Clothing
 - Personal Hygiene Items
 - Home Necessities
 - Transportation
 - Service Planning
 - Benefits Navigation
 - Case Management
 - Transition Planning

The following supportive services will be provided on an as-needed basis (participation is guided by client choice):

- CARE Team Integrated Health Care and Coordination
- Peer Support
- SOAR Assistance (SSI/SSDI Outreach, Access, and Recovery)
- Job Training and Placement
- Life Skills Instruction
- ABE/GED Tutoring
- Pro-Social Activities

CLIENT OUTCOMES:

Bill's Place's objective is to address the needs of older homeless adults. It aims to offer a housing model that combines standard supportive services with specialized health and wellness resources tailored to the senior population. The program seeks to ensure clients have the necessary physical, mental, financial, and social supports to live comfortable, fulfilling lives as they enter their final years. Bill's Place's performance metrics reflect its priorities. They are as follows:

- 80 percent of residents will maintain or exit to stable housing
- 80 percent of residents will utilize mainstream benefits (e.g. SNAP, Medicaid, Medicare, Health Care District Health Insurance, Social Security)
- 80 percent of residents will avoid or reduce their utilization of emergency services (including emergency rooms, crisis stabilization, and arrests)
- 80 percent of residents will maintain their recoveries
- 80 percent of residents who graduate from housing will avoid homelessness for a minimum of two years after exit

TIMELINE:

- 2/21/2023 Sales Contract date
- 2/22/2023 Appraisal, Survey, Inspection, Radon Test ordered
 - 3/08/2023 Radon test completed
 - 3/08/2023 Home Inspection completed
 - 3/12/2023 Survey land work completed
 - 3/14/2023 Appraisal completed
- 3/02/2023 Seller to deliver existing survey to Buyer
 - 3/21/2023 Seller's survey is in our possession
- 3/12/2023 Title due out (20 days after effective date)
- 4/01/2023 Survey and appraisal report due date
 - 3/24/2023 Appraisal report received; survey expected imminently
- 4/01/2023 Scope of work and request for order of magnitude estimate for remodeling work
- 3/26/2023 Due date for Buyer to deliver to Seller title defect letter, if any
- 4/06/2023 Due Diligence Period Ends (**seeking a 30-day extension, so we have until May 5th given that BCC meets May 2nd**)
- 4/09/2023 Due date Seller to deliver curative title back to Buyer for review
- 5/15/2023 Closing unless Buyer wants it sooner than closing will happen upon 10 days advance notice to Seller from Buyer
- 5/20/2023 Request for three general contractor bids for remodel work
- 5/20/2023 Program, guidelines protocols developed (VP Housing)
- 6/01/2023 GC remodel Bids due
- 6/06/2023 G Contractor selected
- 6/10/2023 Remodel Permitting
- 7/03/2023 Remodeling and repairing work commences (90 days)
- 10/1/2023 Resident selection begins (VP Housing)
- 11/1/2023 Clients moved into the residences

Sustainability:

The Pulte Family Charitable Foundation has pledged \$2 million to our agency for the purpose of operating Bill's Place. Based on the enclosed operating budget, the Pulte Foundation's funding will cover 100 percent of the program's operating costs for more than four years.

The Lord's Place
Bill's Place

March 2023

Capital Budget (Purchase and Rehabilitation)

PURCHASE	
2865 Melaleuca Drive, West Palm Beach Florida	\$1,100,000.00
REHABILITATION	
Remove shutters and awning	\$2,000.00
Replace gutters and downspouts	\$2,500.00
Clean roofs and coat flat roofs with white silicone coating	\$4,500.00
Remove and replace sliding glass door with impact rated slider	\$5,500.00
Demo and remove existing wood deck	\$1,000.00
Add lattice to block underside on house crawl space	\$850.00
Add concrete paver systems (labor only)	(incl. contingency)
Install 450 sf new flooring over existing wood floors (labor only)	\$5,000.00
Remove and replace laundry roof and plywood deck	\$6,000.00
Remove wall fan, demo fencing throughout property	\$3,000.00
Infill fan area, build new 16x8 fence enclosure for trash cans	\$3,300.00
Install fencing around property	\$21,000.00
Purchase and install shade canopies	\$10,000.00
Purchase and install security surveillance system	\$18,000.00
Paint floor in laundry	\$750.00
Bee removal	\$500.00
Paint exterior of house and laundry two coats and color change	\$7,500.00
Paint all 6 cottages and change colors	\$7,500.00
Power wash flat roofs on each cottage and install 2 coats white silicone	\$30,000.00
Perform any wood facia work as needed (T&M)	\$3,000.00
Kitchen ceiling repair in house only	\$2,500.00
1 complete bathroom demo and show install	\$10,000.00
Hurricane readiness (impact windows, doors, shutters)	\$100,000.00
Assistive Equipment (grab bars, comfort height toilets, shower chairs, etc.)	\$10,000.00
Furniture, Fixtures, and Equipment	\$20,000.00
Tree Cutting	\$4,785.00
Septic Work	\$160,000.00
Contingency for all of the above	\$60,000.00
General Contractor Fees	\$28,600.00
Permits	\$3,000.00
Total Rehabilitation	\$530,785.00
PURCHASE AND REHABILITATION	
Grand Total	<u><u>\$1,630,785.00</u></u>

THE LORD'S PLACE, INC.

BILL'S PLACE OPERATING BUDGET

REVENUES

REVENUE CATEGORY	REVENUE DESCRIPTION	TOTALS
Restricted / Unrestr.	Private Foundations	480,732.00
Restricted	Federal / State / Local Governments	-
Restricted / Unrestr.	Private Donations / Fundraising	-
Unrestricted	Program Income	-
In-Kind	In-Kind Services and Products	5,600.00
TOTAL REVENUES		486,332.00

EXPENSES

EXPENSE CATEGORY	EXPENSE DESCRIPTION	SUB-TOTALS	TOTALS
Personnel	Salary, Taxes and Related Expenses		
	(1) Case Managers @ 100%	64,658.00	
	(2) Peer Specialist @ 100%	117,651.00	
	(1) Maintenance Staff @ 30%	17,276.00	
	(1) Campus Supervisor @ 100%	81,450.00	
	(1) Campus Housing Director @ 7%	6,067.00	287,102.00
Occupancy	Utilities	5,760.00	
	Waste, Water & Sewer	3,240.00	
	Communications	9,277.00	
	Maintenance & Repair	6,200.00	
	Other Related Occupancy Expenses	9,625.00	34,102.00
	Travel	Gas & Oil	1,440.00
Mileage Reimbursement		250.00	
Auto Insurance		7,800.00	
Auto Leasing		10,440.00	
Maintenance & Repair		120.00	
Other Travel Related Expenses		750.00	20,800.00
Client Services	Food and Medications	4,136.00	
	Furnishings	14,772.00	
	Pro-Social Activates	8,640.00	
	Program Supplies	1,200.00	
	Other Client Related Expenses	4,800.00	33,548.00
Other Operating	Computer, Maintenance, Services, Software	9,590.00	
	Office Supplies and Expenses	3,567.00	
	Professional and Security Expenses	38,320.00	
	Other Operating Expenses	10,000.00	61,477.00
Administration & In-Kind		-	
	General Administrative Expenses	43,702.90	43,703.00
	In-Kind Services and Products	5,600.00	5,600.00
SUBTOTALS		486,332.00	-
TOTAL EXPENSES		486,332.00	

TOTAL PROFITS // (LOSSES)