

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date:	January 6, 2026	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Regular
		<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing
Department:	Housing and Economic Development		

I. EXECUTIVE BRIEF



Motion and Title: Staff recommends motion to:

- A) approve Homebuyer Match Pilot Program Policies;
- B) approve an allocation of \$5,000,000 from the Workforce Housing Program (WHP) Trust Fund; and
- C) delegate signatory authority to the County Administrator or designee, to execute agreements with buyers for the Homebuyer Match Pilot Program (Program).

Summary: On October 28, 2025, the Board of County Commissioners (BCC) provided direction on the policies and criteria for the Program. The Program will offer homebuyers with a dollar-for-dollar match of up to \$50,000 for the purchase of a for sale single-family home, townhome, villa, or condominium for homestead occupancy in Palm Beach County (County). Eligible participants will be limited to homebuyers with incomes 80% – 140% of Area Median Income (AMI) (currently \$93,520 - \$163,660 for a household of four (4) persons) who currently reside or work within the County. Funding will be provided towards down payment, closing costs, minor repairs, and/or points buy-down, and provided as a loan which is forgiven after a 15-year period during which the property must remain homesteaded. If selling before the 15-year period, the owner can either repay the loan principal or transfer the lien to a next homesteaded property in Palm Beach County. There are no restrictions on resale price or equity proceeds from sale of the home. The Department of Housing and Economic Development (DHED) will offer funding to applicants selected through a lottery-style process or a first-come / first ready basis. The underwriting criteria will follow DHED's approved requirements for buyer eligibility. The Program will be funded with \$5,000,000 from the WHP Trust Fund. **These are WHP funds which require no local match.** Countywide (HJF)

Background and Policy Issues: Established in the Palm Beach County Comprehensive Plan, the WHP is intended to increase housing opportunities for persons employed in Palm Beach County jobs that help keep the community viable. The WHP applies to all developments with a residential component of ten (10) or more units in the Urban/Suburban Tier of the unincorporated County, and in other areas where required by a project's conditions of approval. The WHP is governed by the Unified Land Development Code (ULDC), Article 5, Chapter G, Section 1, and is administered by the Planning, Zoning, and Building (PZB) Department. Developers may meet a WHP obligation by paying a fee in-lieu of producing the WHP housing units. Current in-lieu fee amounts are \$146,769 per single-family unit, \$122,307 per townhome unit, and \$91,730 per multifamily unit. In-lieu fee collections are placed into the WHP Trust Fund, and to date, have been utilized by HED to assist 246 WHP homebuyers.

Attachment(s):
1. Homebuyer Match Pilot Program Policies

Recommended By:	 FOR JONATHAN BROWN	12/5/2025
	Department Director	Date
Approved By:		12/17/25
	Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures					
Operating Costs	\$5,000,000				
External Revenues					
Program Income	(\$5,000,000)				
In-Kind Match (County)					
NET FISCAL IMPACT	- 0 -				

# ADDITIONAL FTE POSITIONS (Cumulative)	-0-				
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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
 Does this item include the use of State funds? Yes No X

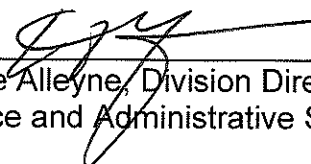
Budget Account No.:

Fund 1114 Dept 143 Unit 1452 Object 8301 Program Code/Period GY18/WF35

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

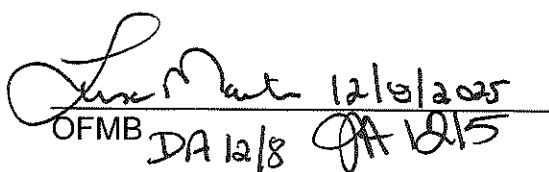
Approval of this item will allocate Workforce Housing Program Trust Fund in the amount of \$5 million for the Homebuyer Match Pilot Program.

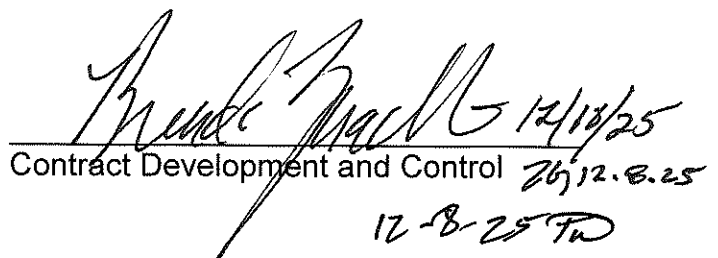
C. Departmental Fiscal Review:


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

III. REVIEW COMMENTS

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


 OFMB DA 12/8 12/15/2025


 Contract Development and Control 12/18/25
 12-8-25 TD

B. Legal Sufficiency:


 Chief Assistant County Attorney 12/11/25

C. Other Department Review:

 Department Director



Palm Beach County Department of Housing and Economic Development Homebuyer Match Pilot Program Policies

Participant Eligibility

- Workforce households at 80% to 140% of Area Median Income at time of initial assistance.
- Homebuyers purchasing a residence for homestead occupancy.
- Persons currently residing or employed within Palm Beach County.
- Existing homeowners are eligible, but must sell current home before closing on County-assisted purchase.

Eligible Properties

- For-sale housing, inclusive of single family detached/attached, townhomes, condominiums, or villas.
- Properties located within Palm Beach County.
- Sales price no greater than countywide median purchase price.

Funding Terms

- Dollar-for-dollar funding match to homebuyer cash contribution up to \$50,000.
- The County will match cash gifted to homebuyer and private contributions, but will not match public subsidy sources (municipal, State, etc.). The County encourages the use of other public subsidies to enhance purchase affordability.
- Minimum homebuyer contribution of \$10,000.
- Eligible uses are limited to downpayment, closing costs, points buy-down, and/or minor home repairs.
- County funds secured by non-interest bearing subordinate mortgage loan on home.
- Non-recurring 15 year affordability period during which homeowner must occupy property as homestead residence.
- All loan principal forgiven after 15 years of owner occupancy as homestead.
- If homeowner resells property before 15 years, either:
 - all loan principal must be repaid from sales proceeds; OR
 - the County lien must be transferred to next homestead property purchased in Palm Beach County within 60 days.
- No limit on resale price of home, nor limit on equity proceeds from sale retained by homeowner/seller.
- No limit on price of subsequent homestead purchased, nor limit on homeowner income at time of subsequent purchase.

Implementation

- The Department of Housing and Economic Development (DHED) will utilize a randomized lottery system to select applicants for funding, or will make funds available on a first-come / first-ready basis.
 - DHED will conduct underwriting in accordance with current underwriting standards for its homebuyer assistance programs.
 - Prospective buyers have six (6) months to utilize assistance, with two (2) 90-day extensions, at the sole discretion of the County.
 - Buyers must complete eight (8) hour homebuyer education class before closing.
 - DHED will coordinate with the Property Appraiser to monitor homesteads.
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