

City of Palm Bay



SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

2017-2018, 2018-2019 and 2019-2020

Technical Revision approved on April 15, 2020

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F. Ordinance: (If changed from the original creating ordinance)	N/A
G. Interlocal Agreement	N/A

I. Program Details:

A. Name of the participating local government: City of Palm Bay

Is there an Interlocal Agreement: Yes _____ No X

B. Purpose of the program:

1. Meeting the housing needs of the very low, low and moderate income households of the City of Palm Bay;
2. Expanding production and preservation of affordable housing; and
3. Furthering the housing element of the local government comprehensive plan specific to affordable housing.

C. Fiscal years covered by the Plan: 2017-2018, 2018-2019 and 2019-2020

D. Governance:

The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37, Florida Administrative Code. Cities and Counties must be in compliance with these applicable statutes, rules and any additional requirements as established through the Legislative process.

E. Local Housing Partnership:

The SHIP Program encourages building active partnerships between government, lending institutions, builders and developers, not-for-profit and community based housing providers and service organizations, providers of professional services related to affordable housing, advocates for low-income persons, real estate professionals, persons or entities that can provide housing or support services and lead agencies of the local continuums of care.

The City of Palm Bay continues its partnership with the following agencies:

Community Housing Initiative, Inc.

F. Leveraging:

The Plan is intended to increase the availability of affordable residential units by combining local resources and cost saving measures into a local housing partnership and using public and private funds to reduce the cost of housing. SHIP funds may be leveraged with or used to supplement other Florida Housing Finance Corporation programs and to provide local match to obtain federal housing grants or programs.

G. Public Input:

Public input was solicited through face to face meetings with housing providers, social service providers and local lenders and neighborhood associations.

Public input was solicited through the Florida Today in the advertising of the Local Housing Assistance Plan and the Notice of Funding Availability.

H. Advertising and Outreach:

The City, or its administrative representative, shall advertise the notice of funding availability in the Florida Today at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.

I. Waiting List/Priorities:

A waiting list will be established when there are eligible applicants for strategies that no longer have funding available. Those households on the waiting list will be notified of their status. Applicants will be maintained in an order that is consistent with the time applications were submitted as well as any established funding priorities as described in this plan. Priorities for funding described/listed here apply to all strategies unless otherwise stated in the strategy:

The City of Palm Bay recognizes combat-wounded veterans as a local priority for assistance.

J. Discrimination:

In accordance with the provisions of ss.760.20-760.37, it is unlawful to discriminate on the basis of race, color, religion, sex, national origin, age, handicap, or marital status in the award application process for eligible housing.

K. Support Services and Counseling:

Support services are available from various sources. Available support services may include but are not limited to: Homeownership Counseling (Pre and Post), Credit Counseling, Tenant Counseling, Foreclosure Counseling and Transportation.

L. Purchase Price Limits:

The sales price or value of new or existing eligible housing may not exceed 90% of the average area purchase price in the Palm Bay-Melbourne-Titusville Statistical Area. Such average area purchase price may be that calculated for any 12-month period beginning not earlier than the fourth calendar year prior to the year in which the award occurs. The sales price of new and existing units, which can be lower but may not exceed 90% of the median area purchase price established by the U.S. Treasury Department or as described above.

The methodology used is:

 X U.S. Treasury Department
 Local HFA Numbers

M. Income Limits, Rent Limits and Affordability:

The Income and Rent Limits used in the SHIP Program are updated annually by the Department of Housing and Urban Development and posted at www.floridahousing.org.

“Affordable” means that monthly rents or mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071, F.S. However, it is not the intent to limit an individual household’s ability to devote more than 30% of its income for housing, and housing for which a household devotes more than 30% of its income shall be deemed Affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the 30% benchmark and in the case of rental housing does not exceed those rental limits adjusted for bedroom size.

N. Welfare Transition Program:

Should an eligible sponsor be used, a qualification system and selection criteria for applications for Awards to eligible sponsors shall be developed, which includes a description that demonstrates how eligible sponsors that employ personnel from the Welfare Transition Program will be given preference in the selection process.

O. Monitoring and First Right of Refusal:

In the case of rental housing, the staff and any entity that has administrative authority for implementing the local housing assistance plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of \$10,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored annually for no less than 15 years or the term of assistance whichever is longer unless as specified above. Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.

P. Administrative Budget:

A line-item budget of proposed Administrative Expenditures is attached as Exhibit A.

The City of Palm Bay finds that the moneys deposited in the local housing assistance trust fund shall be used to administer and implement the local

housing assistance plan.

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, states: *“A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan.”*

Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, further states: *“The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(19), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs.”* The applicable local jurisdiction has adopted the above findings in the resolution attached as **Exhibit E**.

Q. Program Administration:

Administration of the local housing assistance plan will be wholly performed and maintained by the City of Palm Bay.

Should a third party entity or consultant contract for all or part of the administrative or other functions of the program, the City of Palm Bay will provide, in detail, the duties, qualifications and selection criteria.

R. Project Delivery Costs:

Project delivery costs for the City’s Rehabilitation strategies will include initial inspections, work write-ups/cost estimates, and construction inspections.

S. Essential Service Personnel Definition:

Per F.A.C. Chapter 67-37.00(8) and 420.9075(3)(a) F.S., essential personnel are defined as persons whose income does not exceed 120% of AMI, as updated annually by the Florida Housing Finance Corporation and adjusted for family size, including: teachers and educators; other school district and university employees; police and fire personnel; health care personnel; construction industry personnel; Federal, State, County, and local government personnel; and retail and tourism industry personnel.

T. Describe efforts to incorporate Green Building and Energy Saving products and processes:

The City of Palm Bay will encourage green building requirements in its construction specifications for all new construction and rehabilitation projects to include, but not limited to, the following: Energy Star rated windows, appliances, hot water heater and ceiling fans. Low flow plumbing fixtures,

insulated exterior doors, increased insulation for walls and ceiling, higher efficiency HVAC units and programmable thermostats.

In building design for redevelopment activities, green building principles will be considered in addition to energy efficiency features. The City will encourage green design features such as native plant landscaping to conserve water; previous parking surfaces (where permitted); use of natural gas where available; orientation of buildings to reduce energy demand; and bicycle, pedestrian, and bus amenities to encourage alternatives to automobile transportation. The City will also encourage housing developers to reduce on-site impact on natural resources and preserve patriarch trees (36" diameter).

U. Describe efforts to meet the 20% Special Needs set-aside:

The City will continue to work with Aging Matter, Inc. and Helping Seniors of Brevard, Inc., both local elderly/disabled services agency to receive qualified referral of households containing an adult member with special needs and/or other disability for its Special Needs Rehabilitation Program.

V. Describe efforts to reduce homelessness:

The City of Palm Bay routinely works with and coordinates homeless efforts with the Brevard Homeless Coalition.

Section II. LHAP Strategies:

A.

<i>Purchase Assistance with Rehabilitation</i>		1
a. Summary of Strategy:	This strategy will award loans to assist homebuyers with the purchase of a home by providing down payment and/or closing cost assistance to ensure affordable first mortgage loan payments. The assistance will be for new and existing homes in Palm Bay and granted via a first ready to purchase-first ready served criteria. Participants are required to attend a First-Time Homebuyer Education class offered by a HUD-certified Housing Counseling Agency. All applicant requirements are contained within the City's Purchase Assistance Policy and Procedures handbook.	
b. Fiscal Years Covered:	2017-2018, 2018-2019 and 2019-2020	
c. Income Categories to be served:	Very Low-, Low-, and Moderate	
d. Maximum award:	\$30,000.00	
e. Terms:	<ol style="list-style-type: none">1. Deferred loan secured by a subordinate mortgage.2. Interest Rate: 0%3. Term: 30 years. Recipient must own and occupy the property as their primary residence during the subordinate mortgage term.4. Forgiveness/Repayment: The City's Purchase Assistance mortgage has a principle reduction of one thirtieth (1/30th) per year. The pro-rated balance of the loan is due upon sale or transfer of the property or if cash is taken out within the thirty (30) year loan term.5. Default/Recapture: If the home is sold; default of the first mortgage occurs; subordination requirements are not met; title is transferred; if cash equity is taken out; death of all recipients on the mortgage; or the home ceases to be the primary residence of the recipient; the pro-rated balance at the time of default will become due and payable. All eligible loans repaid to the City shall be considered Program Income.	
f. Recipient Selection Criteria:	Applicants are selected on a first-qualified, first-served basis and must be	

certified as Very-Low, Low, or Moderate Income as a result of third-party verification of assets and income.

The homebuyer is required to obtain first mortgage financing from a mortgage lender and must complete a HUD-certified First-Time Homebuyers education course.

The applicant must be a first-time homebuyer, defined as a person who has not owned a home within the last three (3) years. Homeowners who have lost their home through bankruptcy or foreclosure within the previous three (3) years will not be eligible to receive SHIP Purchase Assistance. Exceptions will be made for applicants who are defined by HUD as: Single Parent; Displaced Homemaker; An applicant living in a substandard dwelling that costs more to rehabilitate than to build a new dwelling to bring the structure into compliance with local building and housing codes; or an applicant whose dwelling was destroyed as a result of a declared disaster.

g. Sponsor/Developer Selection Criteria:

If electing to permit a Sponsor/Developer to implement this Strategy, the City of Palm Bay will advertise for eligible sponsors that are interested in participating in the City's Purchase Assistance program.

The eligible sponsor will be chosen by a Request for Proposal (RFP) process. The successful respondent will have a proven record of administration of very low, low and moderate income housing rehabilitation programs. In addition, they will have successfully demonstrated capacity to handle the administrative process for the anticipated number of loans and will ensure that all SHIP criteria have been met for each assisted client. The ability to leverage other funding/in-kind services will be an advantage to the successful respondent.

The eligible sponsor/developer will be selected using criteria such as, but not limited to:

- Eligible sponsors/developers must be charitable non-for-profit organizations
- Eligible sponsors must have demonstrated the capacity and experience to administer the program.
- Eligible sponsors that hire personnel from the Welfare Transition Program, or that have personnel currently on staff that were hired from the Welfare Transition Program will be given priority over those sponsors that do not employ personnel from this program.

h. Additional Information:

Actual assistance will be based on need but shall not exceed \$30,000 for Very Low, Low and Moderate Income applicants.

All homes purchased by eligible applicants under this Strategy must provide documentation that rehabilitation/repairs were made to the home no more than twelve (12) months prior to purchase.

Although construction/rehabilitation is a requirement for this Strategy, it does not provide additional funding for these activities.

Maximum sales price for a new or existing home is \$262,317. Maximum subsidy represents the maximum to be used for down payment and closing cost expenses. Actual assistance may be adjusted based on need and may not exceed the posted maximum per income level.

Purchased home must be a single-family detached home, townhome, individual condominium unit, or manufactured home owned in fee-simple title. Only post-1994 manufactured homes that bear the Florida Department of Economic Opportunity (DEO) Insignia Seal will be eligible for assistance. Mobile homes not meeting this requirement are not eligible for SHIP assistance.

B.

<i>Owner Occupied Rehabilitation</i>	3
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a. Summary of Strategy:

This Strategy will award loans to assist homeowners with needed repairs as defined by Chapter 67-37, Florida Administrative Code. Rehabilitation is defined as repairs or improvements needed for safety and sanitary habitation, and/or correction of substantial code violations, such as:

- Necessary repairs to correct substantial code violations;
- Repairs or alterations that improve health, safety and well-being or that contribute to the structural integrity and preservation of the unit;
- Air conditioning, heating, or water heating systems;
- Egress or physically disabled accessibility repairs, improvements, or assistive devices, including wheelchair ramps, steps, landings, handrails, and other barrier removal modifications, or other healthy and safety measures;
- Plumbing, pump, wells, septic systems and line repairs to ensure safe drinking water and sanitary sewer;
- Electrical, roofing, and structural repairs needed to remove present hazardous conditions;
- Broken or inoperable windows, screens, exterior doors, or other

structural hazards rendering the dwelling unfit for habitation;

- Repair or replacement of unsafe or non-functioning appliances

b. Fiscal Years Covered:

2017-2018, 2018-2019 and 2019-2020

c. Income Categories to be served:

Very-Low, Low and Moderate.

d. Maximum award:

\$50,000

e. Terms:

1. Deferred loan secured by a subordinate mortgage. Subordinate mortgage may be only 2nd lien position behind an existing first mortgage (except where the homeowner has an existing Reverse Mortgage that maintains first and second lien position). Recipient must own and occupy the property as their principle residence during the mortgage term. All property taxes, hazard insurance premiums (and flood insurance, if required) and first mortgage payments must be current. Owner must have owned the home for at least one year before becoming eligible to apply for this assistance.
2. Interest Rate: 0%
3. Term: 10 years.
4. Forgiveness/Repayment: The City's Owner Occupied Rehabilitation Assistance mortgage has a principle reduction of one-tenth (1/10th) per year.

The pro-rated balance of the loan is due upon sale or transfer of the property or if cash equity is taken out within the ten (10) year loan term.

Recipients of Owner Occupied Rehabilitation Assistance must agree to return the pro-rated balance of SHIP assistance according to the following:

Upon death of the client during the mortgage term, the pro-rated mortgage balance shall become due in full, unless at the time of death a spouse or child is residing in the home. An eligible spouse or child residing in the home may have the option of assuming the existing mortgage upon determination of current income and asset

eligibility. Otherwise, the City will require repayment of the current pro-rated mortgage balance at the time the property is refinanced, sold or transferred. After 90 days, if no refinance, sale or transfer of the property occurs, the mortgage shall begin to accrue interest at 5% per annum. The lien will continue against the property until repayment plus interest is satisfied.

5. Default/Recapture: If the recipient defaults on the City's Owner-Occupied Rehabilitation Assistance loan within the 10-year loan term, the pro-rated balance at the time of default will become due and payable. All eligible loans repaid to the City shall be considered Program Income.

If the home is: sold; subordination requirements are not met; title is transferred; if cash equity is taken out; or the home ceases to be the primary residence of the recipient; the pro-rated amount of assistance must be repaid.

f. Recipient Selection Criteria:

Participants must meet and fulfill SHIP requirements in terms of income levels. Applicants will be accepted by the City and upon review, eligible participants will be selected for assistance based on a first qualified/first served criteria.

g. Sponsor/Developer Selection Criteria:

Implementation of this Strategy will be provided by the City of Palm Bay Housing and Neighborhood Development Services staff.

If electing to permit a Sponsor/Developer to implement this Strategy, the City of Palm Bay will advertise for eligible sponsors that are interested in participating in the City's Owner Occupied Rehabilitation program.

The eligible sponsor will be chosen by a Request for Proposal (RFP) process. The successful respondent will have a proven record of administration of very low, low and moderate income housing rehabilitation programs. In addition, they will have successfully demonstrated capacity to handle the administrative process for the anticipated number of loans and will ensure that all SHIP criteria have been met for each assisted client. The ability to leverage other funding/in-kind services will be an advantage to the successful respondent.

The eligible sponsor/developer will be selected using criteria such as, but not limited to:

- Eligible sponsors/developers must be charitable non-for-profit

organizations

- Eligible sponsors must have demonstrated the capacity and experience to administer the program.

Eligible sponsors that hire personnel from the Welfare Transition Program, or that have personnel currently on staff that were hired from the Welfare Transition Program will be given priority over those sponsors that do not employ personnel from this program.

h. Additional Information:

Assisted home must be a single-family detached home, townhome, individual condominium unit, or manufactured home owned in fee-simple title. Only post-1994 manufactured homes that bear the Florida Department of Economic Opportunity (DEO) Insignia Seal will be eligible for assistance. Mobile homes not meeting this requirement are not eligible for SHIP assistance.

C.

<i>Emergency Repair</i>	6
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a. Summary of Strategy:

SHIP funds will be used to provide assistance to owner-occupied households that have income at or below very-low income (VLI) to make emergency repairs. The maximum award for this strategy is \$10,000.

b. Fiscal Years Covered:

2017-2018, 2018-2019 and 2019-2020

c. Income Categories to be served:

Very-Low Income

d. Maximum award:

\$20,000*

*The City Manager may approve exceeding this maximum, on a case-by-case basis, if conditions so warrant as recommended by the HANDS staff.

e. Terms:

1. Deferred loan secured by a subordinate mortgage.
2. Interest Rate: 0%
3. Term: 5 years. Recipient must own and occupy the property as their principle residence during the subordinate mortgage term.

4. Forgiveness/Repayment: The mortgage has a principle reduction of one-fifth (1/5th) per year. The pro-rated balance of the loan is due upon sale or transfer of the property or if cash equity is taken out within the five (5) year loan term.
5. Default/Recapture: If the home is sold; default of the first mortgage occurs; subordination requirements are not met; title is transferred; if cash equity is taken out; death of all recipients on the mortgage; or the home ceases to be the primary residence of the recipient; the pro-rated balance at the time of default will become due and payable. All eligible loans repaid to the City shall be considered Program Income.

f. Recipient Selection Criteria:

Participants must meet and fulfill SHIP requirements in terms of income level. Applicants will be accepted by the City and upon review, eligible participants will be selected for assistance based upon a first qualified/ first served criteria.

g. Sponsor/Developer Selection Criteria:

Implementation of this Strategy will be provided by the City of Palm Bay Housing and Neighborhood Development Services staff.

If electing to permit a Sponsor/Developer to implement this Strategy, the City of Palm Bay will advertise for eligible sponsors that are interested in participating in the City's Emergency Assistance program.

The eligible sponsor will be chosen by a Request for Proposal (RFP) process. The successful respondent will have a proven record of administration of very low, low and moderate income housing rehabilitation programs. In addition, they will have successfully demonstrated capacity to handle the administrative process for the anticipated number of loans and will ensure that all SHIP criteria have been met for each assisted client. The ability to leverage other funding/in-kind services will be an advantage to the successful respondent.

The eligible sponsor/developer will be selected using criteria such as, but not limited to:

- Eligible sponsors/developers must be charitable non-for-profit organizations
- Eligible sponsors must have demonstrated the capacity and experience to administer the program.

Eligible sponsors that hire personnel from the Welfare Transition Program,

or that have personnel currently on staff that were hired from the Welfare Transition Program will be given priority over those sponsors that do not employ personnel from this program.

h. Additional Information:

Assisted home must be a single-family detached home, townhome, individual condominium unit, or manufactured home owned in fee-simple title. Only post-1994 manufactured homes that bear the Florida Department of Economic Opportunity (DEO) Insignia Seal will be eligible for assistance. Mobile homes not meeting this requirement are not eligible for SHIP assistance.

D.

<i>Special Needs Rehabilitation</i>	<i>11</i>
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a. Summary of Strategy:

Palm Bay will address the repair needs of owner-occupied households with special needs (as defined in Florida Statute 420.907-9079), particularly developmental disabilities. Those needing to make modifications, including technological enhancements and devices, which will allow the household member with Special Needs to remain independent in their own home will be given priority.

b. Fiscal Years Covered:

2017-2018, 2018-2019 and 2019-2020

c. Income Categories to be served:

Very-Low, Low and Moderate.

d. Maximum award:

\$20,000

e. Terms:

1. Deferred loan secured by a lien against the property.
2. Interest Rate: 0%
3. Term: 5years
4. Forgiveness/Repayment: forgiven at 20% per year
5. Default/Recapture:
Recipients of this Strategy must agree to repay the City according to the following:
 - In the event of foreclosure

- Death of the recipient (whether homeowner or household member)
- Rental of the property prior to the 5-year loan term expiration
- Sale of the property prior to the 5-year loan term expiration

If the recipient defaults for any of the above reasons within the 5-year loan term, the pro-rated balance at the time of default will become due and payable. All eligible loans repaid to the City shall be considered Program Income.

f. Recipient Selection Criteria:

Participants must meet and fulfill all SHIP requirements in terms of income levels. Applicants will be accepted by the City and upon review eligible participants will be selected for assistance based on a first-ready, first-served criteria. Assistance will be distributed to those who apply, meet SHIP requirements, and are ready to proceed when funds are available.

g. Sponsor/Developer Selection Criteria:

Implementation of this Strategy will be provided by City of Palm Bay Housing and Neighborhood Development Services staff.

If electing to permit a Sponsor/Developer to implement this Strategy, the City of Palm Bay will advertise for eligible sponsors that are interested in participating in the City's Owner Occupied Rehabilitation program.

The eligible sponsor will be chosen by a Request for Proposal (RFP) process. The successful respondent will have a proven record of administration of very low, low and moderate income housing rehabilitation programs. In addition, they will have successfully demonstrated capacity to handle the administrative process for the anticipated number of loans and will ensure that all SHIP criteria have been met for each assisted client. The ability to leverage other funding/in-kind services will be an advantage to the successful respondent.

The eligible sponsor/developer will be selected using criteria such as, but not limited to:

- Eligible sponsors/developers must be charitable non-for-profit organizations
- Eligible sponsors must have demonstrated the capacity and experience to administer the program.

Eligible sponsors that hire personnel from the Welfare Transition Program, or that have personnel currently on staff that were hired from the Welfare Transition Program will be given priority over those sponsors that do not employ personnel from this program.

h. Additional Information:

Assisted home must be a single-family detached home, townhome, individual condominium unit, or manufactured home owned in fee-simple title. Only post-1994 manufactured homes that bear the Florida Department of Economic Opportunity (DEO) Insignia Seal will be eligible for assistance. Mobile homes not meeting this requirement are not eligible for SHIP assistance.

E.

Utility Hook Up Assistance	3
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a. Summary of Strategy:

This Strategy provides loans to Extremely Low, Very Low, Low, and Moderate Income homeowners to assist with connection to water and/or sewer systems. The funds may be used for construction costs necessary to connect to the systems, pay the connection fees and to abandon the private well and septic system.

b. Fiscal Years Covered:

2017-2018, 2018-2019 and 2019-2020

c. Income Categories to be served:

Extremely Low, Very Low, Low and Moderate.

d. Maximum award:

\$15,000

e. Terms:

1. Deferred loan secured by a subordinate mortgage. Subordinate mortgage may be only 2nd lien position behind an existing first mortgage (except where the homeowner has an existing Reverse Mortgage that maintains first and second lien position). Recipient must own and occupy the property as their primary residence during the mortgage term. All property taxes, hazard insurance premiums (and flood insurance, if required) and first mortgage payments must be current. Owner must have owned the home for at least one year before becoming eligible to apply for this assistance.
2. Interest Rate: 0%
3. Term: 5 years.
4. Forgiveness/Repayment: The City's Utility Hook Up Assistance

mortgage has a principle reduction of one-fifth (1/5th) per year.

The pro-rated balance of the loan is due upon sale or transfer of the property or if cash equity is taken out within the five (5) year loan term.

Recipients must agree to return the pro-rated balance of SHIP assistance according to the following:

Upon death of the client during the mortgage term, the pro-rated balance shall become due in full, unless at the time of death a spouse or child is residing in the home. An eligible spouse or child residing in the home may have the option of assuming the existing mortgage upon determination of current income and asset eligibility. Otherwise, the City will require repayment of the current pro-rated mortgage balance at the time the property is refinanced, sold or transferred. After 90 days, if no refinance, sale or transfer of the property occurs, the mortgage shall begin to accrue interest at 5% per annum. The lien will continue against the property until repayment plus interest is satisfied.

5. Default/Recapture: If the recipient defaults on the City's loan within the 5-year loan term, the pro-rated balance at the time of default will become due and payable. All eligible loans repaid to the City shall be considered Program Income.

If the home is: sold; subordination requirements are not met; title is transferred; if cash equity is taken out; or the home ceases to be the primary residence of the recipient; the pro-rated amount of assistance must be repaid.

f. Recipient Selection Criteria:

Participants must meet and fulfill SHIP requirements in terms of income levels. Applicants will be accepted by the City and upon review, eligible participants will be selected for assistance based on a first qualified/first served criteria.

g. Sponsor/Developer Selection Criteria:

Implementation of this Strategy will be provided by City of Palm Bay Housing and Neighborhood Development Services staff.

h. Additional Information:

Assisted home must be a single-family detached home, townhome, individual condominium unit, or manufactured home owned in fee-simple

title. Only post-1994 manufactured homes that bear the Florida Department of Economic Opportunity (DEO) Insignia Seal will be eligible for assistance. Mobile homes not meeting this requirement are not eligible for SHIP assistance.

F.

<i>Disaster Assistance</i>	<i>5, 16</i>
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a. Summary of Strategy:

The Disaster Assistance strategy provides funds to households following a disaster or emergency declared by the President of the United States or Governor of the State of Florida. SHIP disaster funds may be used for items such as, but not limited to:

- i. purchase of emergency supplies for eligible households to weatherproof damaged homes;
- ii. interim repairs to avoid further damage; tree and debris removal required to make the individual housing unit habitable;
- iii. construction of wells or repair of existing wells where public water is not available;
- iv. payment of insurance deductibles for rehabilitation of homes covered under homeowners' insurance policies;
- v. security deposit for eligible recipients that have been displaced from their homes due to disaster;
- vi. rental and utility assistance for eligible applicants.
- vii. mortgage and utility payment assistance for eligible applicants;
- viii. other eligible activities as proposed to and approved by Florida Housing Finance Corporation;
- ix. strategies included in the approved LHAP that benefit applicants directly affected under the Governor's Executive Order.

b. Fiscal Years Covered:

2017-2018, 2018-2019 and 2019-2020

c. Income Categories to be served:

Very-Low, Low and Moderate.

d. Maximum award:

\$15,000

e. Terms:

1. All SHIP funds awarded under this Strategy are provided to eligible households in the form of a grant and are not subject to recapture. All

applicants receiving assistance under this strategy must have income-certification reviewed every 120-days to confirm continued eligibility.

2. Interest Rate: N/A
3. Term: N/A
4. Forgiveness/Repayment: N/A
5. Default/Recapture: N/A

f. Recipient Selection Criteria:

Applicants must rent, or own and occupy the assisted property as their principle residence. Homeowners may not own additional homes. Applicants must be income eligible and will be served on a first-qualified, first-served basis while funds remain available. The property must be located within city limits of Palm Bay. Applicants must provide evidence of on-time rent or mortgage and utility payments prior to declared disaster, to include property taxes and rent or homeowners insurance are current.

g. Sponsor/Developer Selection Criteria: N/A

h. Additional Information:

All rent, mortgage and utility assistance shall be paid directly to landlord, lender, or utility provider upon receipt and review of monthly bill.

G.

<i>New Construction - Rental</i>	21
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a. Summary of Strategy:

This Strategy is designed to provide assistance to eligible sponsor organizations for the production of affordable rental housing. This Strategy will provide for partnering with for-profit affordable housing developers and non-profit sponsor agencies for the construction/rehabilitation of rental units to serve income qualified residents within the City. The units assisted in this Strategy will comply with all resale provisions and applicable monitoring requirements including those set forth in Section 420.9075(3)€ and (4)(f) F.S.

b. Fiscal Years Covered:

2017-2018, 2018-2019 and 2019-2020

c. Income Categories to be served:

Very-Low and Low.

d. Maximum award:
\$25,000/unit

e. Terms:

1. Deferred loan secured by a mortgage and note.
2. Interest Rate: 0%
3. Term: 15 years
4. Forgiveness/Repayment: The deferred loan requires no monthly payment and is forgiven as long as default/recapture provisions are not triggered.
5. Default/Recapture: The mortgage will be recaptured upon any of the following events occurring prior to the 15-year term. If the property is transferred before the fifteen-year affordability period, the sponsor agency must return the funds to the City. If the new buyer is eligible for the program, the mortgage may be assumed as long as all other SHIP requirements are met. All SHIP assisted rental properties offered for sale prior to 15 years or the term of assistance, whichever is longer, must be subject to the right of first refusal for purchase at the current market value less the amount of the SHIP subsidy, by eligible nonprofit sponsor organization who would provide continued occupancy by eligible persons. An annual report of tenants and income certification is required for the 15 year period.

f. Recipient Selection Criteria:

Recipients under this Strategy will be served on a first qualified, first served basis.

g. Sponsor/Developer Selection Criteria:

All sponsors assisting the City with implementing this Plan will be selected through a publicly advertised competitive application process. This process involves a thirty (30) day public notification of the availability of funding, a written application delineating program requirements, a request for proposal (RFP), an open and objective evaluation process and a formal award through a written contract. Sponsor selection outside of the advertised competitive application may be encumbered by the local government at their discretion when funding is being requested as a match for Florida Housing Finance Corporation or Federal competitive cycles.

Eligible sponsors will at a minimum, meet the following criteria.

- Eligible sponsors will be a non-profit, community based organization, having obtained official designation as 501(c)(3) and in operation for more than 12 months or a for profit corporation organized and established under the laws of the State of Florida.
- Eligible sponsors will have an established record of construction and/or rehabilitation of affordable housing.
- Eligible sponsors will be required to provide substantial evidence of its ability to construct or otherwise deliver a completed project within a reasonable timetable.
- Preference will be given to non-profit and for-profit organizations, which hire personnel from Welfare Transition, Workforce Development Initiatives and other employment assistance programs.
- The non-profit or for-profit corporation must have financial accountability standards that permit the City of Palm Bay Housing and Neighborhood Development Services Division to account for and audit SHIP funds.

h. Additional Information:

All assisted units must be rented at affordable rates (i.e. rents will not exceed those limits adjusted for number of bedrooms published by HUD and distributed by the Florida Housing Finance Corporation) to qualified applicants for a period of fifteen (15) years.

III. LHAP Incentive Strategies

In addition to the **required Incentive Strategy A and Strategy B**, include all adopted incentives with the policies and procedures used for implementation as provided in Section 420.9076, F.S.:

A. Name of the Strategy: Expedited Permitting

Established policy and procedures: Chapter 169 of the City of Palm Bay's Code of Ordinances adopted Ordinance 2010-86 providing for expedited permitting and expedited site plan review for affordable housing projects.

The City of Palm Bay clearly identifies affordable housing projects through coordination of the builder/developer and the HANDS Division. A letter is issued from the HANDS Division to the City's Building Division, which identifies the project as affordable and specifically requests expedited processing and issuance of building permits. The Building Division has pledge that all permit applications that are identified in this manner will receive expedited processing and issuance.

B. Name of the Strategy: Ongoing Review Process

Established policy and procedures: The City of Palm Bay's Community Development Advisory Board acts in the capacity of a local affordable housing task force that meets as needed to discuss updates on current SHIP Strategies and issues which may affect affordable housing. In addition, this Board also reviews policies, ordinances, regulations, and plan revisions, prior to adoption, that could impact continued production of housing, and more particularly, affordable housing.

C. Name of the Strategy: **Locally Owned Public Land Inventory**

Established policy and procedures: City of Palm Bay Ordinance 2008-39 stipulates that the City of Palm Bay will create and maintain a printed inventory of locally owned public land suitable for affordable housing development. This inventory is updated at least annually.

IV. EXHIBITS:

- A. Administrative Budget for each fiscal year covered in the Plan. **Exhibit A**
- B. Timeline for Estimated Encumbrance and Expenditure. **Exhibit B**
- C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan. **Exhibit C**
- D. Signed LHAP Certification. **Exhibit D**
- E. Signed, dated, witnessed or attested adopting resolution. **Exhibit E**
- F. Ordinance: (If changed from the original creating ordinance). **N/A. No changes to Original Ordinance.**
- G. Interlocal Agreement. **N/A. No Interlocal Agreement**
- H. Other Documents Incorporated by Reference. **N/A**

Exhibit A
Administrative Budget

City of Palm Bay

Fiscal Year: 2017-2018			
Estimated Allocation for Calculating:	\$	509,625.00	
Salaries and Benefits	\$	38,000.00	
Office Supplies and Equipment	\$	150.00	
Travel Per diem Workshops, etc.	\$	500.00	
Advertising	\$	100.00	
Other* Professional Services	\$	12,212.00	
Total	\$	50,962.00	0.10
Fiscal Year: 2018-2019			
Estimated Allocation for Calculating:	\$	509,625.00	
Salaries and Benefits	\$	38,950.00	
Office Supplies and Equipment	\$	150.00	
Travel Per diem Workshops, etc.	\$	400.00	
Advertising	\$	100.00	
Other* Professional Services	\$	11,362.00	
Total	\$	50,962.00	0.10
Fiscal Year 2019-2020			
Estimated Allocation for Calculating:	\$	509,625.00	
Salaries and Benefits	\$	42,000.00	
Office Supplies and Equipment	\$	150.00	
Travel Per diem Workshops, etc.	\$	400.00	
Advertising	\$	100.00	
Other* Professional Services	\$	8,312.00	
Total	\$	50,962.00	0.10

Details: Professional Services may include hiring of contract consultants and experts to assist the City of Palm Bay in certain aspects of compliant SHIP administration. If unexpended, this amount will be reprogrammed for use in the City's existing SHIP Strategies.

Exhibit B
Timeline for SHIP Expenditures

The **CITY OF PALM BAY** affirms that funds allocated for these fiscal years will meet the following deadlines:

Fiscal Year	Encumbered	Expended	1st Year AR	2nd Year AR	Closeout AR
2017-2018	6/30/2019	6/30/2020	9/15/2018	9/15/2019	9/15/2020
2018-2019	6/30/2020	6/30/2021	9/15/2019	9/15/2020	9/15/2021
2019-2020	6/30/2021	6/30/2022	9/15/2020	9/15/2021	9/15/2022

If funds allocated for these fiscal years is not anticipated to meet any of the deadlines in the table above, Florida Housing Finance Corporation will be notified according to the following chart:

Fiscal Year	Funds Not Encumbered	Funds Not Expended	1st Year AR Not Submitted	2nd Year AR Not Submitted	Closeout AR Not Submitted
2017-2018	3/30/2019	3/30/2020	6/15/2018	6/15/2019	6/15/2020
2018-2019	3/30/2020	3/30/2021	6/15/2019	6/15/2020	6/15/2021
2019-2020	3/30/2021	3/30/2022	6/15/2020	6/15/2021	6/15/2022

Exhibit C – Housing Delivery Goals by Fiscal Year

FLORIDA HOUSING FINANCE CORPORATION										LHAP Exhibit C 2017											
HOUSING DELIVERY GOALS CHART										Please check applicable box											
2017-2018										New Plan:		X									
Name of Local Government: City of Palm Bay										Allocation:		\$509,625.00									
										Fiscal Yr. Closeout:											
										A		B		C		D		E		F	
Strategy #		HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total							
From Plan Text	Code	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units							
A	1	Purchase Assistance w/Rehab	0	\$30,000	2	\$30,000	0	\$30,000		\$58,663.00		\$58,663.00	11.51%	2							
B	3	Owner Occupied Rehabilitation	1	\$50,000	2	\$50,000	0	\$50,000		\$122,000.00		\$122,000.00	23.94%	3							
C	6	Emergency Repair	2	\$20,000	2	\$20,000	0	\$20,000		\$75,000.00		\$75,000.00	14.72%	4							
D	11	Special Needs Rehabilitation	3	\$20,000	3	\$20,000	1	\$20,000		\$128,000.00		\$128,000.00	25.12%	7							
E	3	Utility Hook Up Assistance	2	\$15,000	2	\$15,000	0	\$15,000		\$50,000.00		\$50,000.00	9.81%	4							
F	5	Disaster Recovery/Relief	0	\$15,000	0	\$15,000	0	\$15,000				\$0.00	0.00%	0							
												\$0.00	0.00%	0							
												\$0.00	0.00%	0							
		Subtotal 1 (Home Ownership)	8		11		1		\$0.00	\$433,663.00	\$0.00	\$433,663.00	85.09%	20							
		RENTAL STRATEGIES	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total							
			Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units							
G	21	New Construction - Rental	25	\$25,000					\$25,000.00			\$25,000.00	4.91%	25							
												\$0.00	0.00%	0							
												\$0.00	0.00%	0							
												\$0.00	0.00%	0							
												\$0.00	0.00%	0							
		Subtotal 2 (Non-Home Ownership)	25		0		0		\$25,000.00	\$0.00	\$0.00	\$25,000.00	4.91%	25							
		Administration Fees										\$50,962.00	10.00%								
		Admin. From Program Income											0.00%								
		Home Ownership Counseling											0.00%								
		GRAND TOTAL																			
		Add Subtotals 1 & 2, plus all Admin. & HO	33		11		1		\$25,000.00	\$433,663.00	\$0.00	\$509,625.00	100.00%	45							
		Percentage Construction/Rehab	Calculate									90%									
		Maximum Allowable Purchase Price:							New	\$262,317	Existing	\$262,317									
		Allocation Breakdown	Amount		%				Projected Program Income:	\$0.00	Max Amount Program Income For Admin	\$0.00									
		Very-Low Income	\$205,000.00		40.2%				Projected Recaptured Funds:	\$0.00											
		Low Income	\$245,663.00		48.2%				Distribution:	\$509,625.00											
		Moderate Income	\$8,000.00		1.6%				Total Available Funds:	\$509,625.00											
		TOTAL	\$458,663.00		90.0%																

FLORIDA HOUSING FINANCE CORPORATION											LHAP Exhibit C 2018		
HOUSING DELIVERY GOALS CHART											Please check applicable box		
2018-2019											New Plan: <input checked="" type="checkbox"/>		
											Amendment: <input type="checkbox"/>		
Name of Local Government: City of Palm Bay											Fiscal Yr. Closeout: <input type="checkbox"/>		
Estimated Funds: \$509,625.00													
								A	B	C	D	E	F
	HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
Code	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
1	Purchase Assistance w/Rehab	0	\$30,000	2	\$30,000	0	\$30,000		\$58,663.00		\$58,663.00	11.51%	2
3	Owner Occupied Rehabilitation	1	\$50,000	2	\$50,000	0	\$50,000		\$122,000.00		\$122,000.00	23.94%	3
6	Emergency Repair	2	\$20,000	2	\$20,000	0	\$20,000		\$75,000.00		\$75,000.00	14.72%	4
10	Special Needs Rehabilitation	3	\$20,000	3	\$20,000	1	\$20,000		\$128,000.00		\$128,000.00	25.12%	7
3	Utility Hook Up Assistance	2	\$15,000	2	\$15,000	0	\$15,000		\$50,000.00		\$50,000.00	9.81%	4
5	Disaster Repair/Mitigation	0	\$15,000	0	\$15,000	0	\$15,000				\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 1 (Home Ownership)	8		11		1		\$0.00	\$433,663.00	\$0.00	\$433,663.00	85.09%	20
	RENTAL	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
	STRATEGIES	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
21	New Construction - Rental	25	\$25,000					\$25,000.00			\$25,000.00	4.91%	25
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 2 (Non-Home Ownership)	25		0		0		\$25,000.00	\$0.00	\$0.00	\$25,000.00	4.91%	25
	Administration Fees										\$50,962.00	10.00%	
	Admin. From Program Income											0.00%	
	Home Ownership Counseling											0.00%	
	GRAND TOTAL												
	Add Subtotals 1 & 2, plus all Admin. & H	33		11		1		\$25,000.00	\$433,663.00	\$0.00	\$509,625.00	100.00%	45
	Percentage Construction/Rehab	Calculate									90%		
	Maximum Allowable												
	Purchase Price:							New	\$262,317	Existing	\$262,317		
	Allocation Breakdown	Amount		%				Projected Program Income:	\$0.00	Max Amount Program Income For Admin	\$0.00		
	Very-Low Income	\$205,000.00		40.2%				Projected Recaptured Funds:	\$0.00				
	Low Income	\$245,663.00		48.2%				Distribution:	\$509,625.00				
	Moderate Income	\$8,000.00		1.6%				Total Available Funds:	\$509,625.00				
	TOTAL	\$458,663.00		90.0%									

FLORIDA HOUSING FINANCE CORPORATION										LHAP Exhibit C 2019			
HOUSING DELIVERY GOALS CHART										Please check			
2019-2020										New Plan: <input checked="" type="checkbox"/>			
										Amendment: <input type="checkbox"/>			
										Fiscal Yr. Closeout: <input type="checkbox"/>			
Name of Local Government:		City of Palm Bay						Estimated Funds:		\$509,625.00			
		A	B	C	D	E	F						
	HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
Code	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
1	Purchase Assistance w/Rehab	0	\$30,000	2	\$30,000	0	\$30,000		\$56,663.00		\$56,663.00	11.12%	2
3	Owner Occupied Rehabilitation	1	\$50,000	2	\$50,000	0	\$50,000		\$122,000.00		\$122,000.00	23.94%	3
6	Emergency Repair	2	\$20,000	2	\$20,000	0	\$20,000		\$75,000.00		\$75,000.00	14.72%	4
10	Special Needs Rehabilitation	3	\$20,000	3	\$20,000	1	\$20,000		\$128,000.00		\$128,000.00	25.12%	7
3	Utility Hook Up Assistance	2	\$15,000	2	\$15,000	0	\$15,000		\$50,000.00		\$50,000.00	9.81%	4
5	Disaster Repair/Mitigation	0	\$15,000	0	\$15,000	0	\$15,000				\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 1 (Home Ownership)	8		11		1		\$0.00	\$431,663.00	\$0.00	\$431,663.00	84.70%	20
	RENTAL	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	New Construction	Rehab/Repair	Without Construction	Total	Total	Total
	STRATEGIES	Units	Award	Units	Award	Units	Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
21	New Construction - Rental	25	\$25,000					\$25,000.00			\$25,000.00	4.91%	25
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
											\$0.00	0.00%	0
	Subtotal 2 (Non-Home Ownership)	25		0		0		\$25,000.00	\$0.00	\$0.00	\$25,000.00	4.91%	25
	Administration Fees										\$509,625.00	100.00%	
	Admin. From Program Income											0.00%	
	Home Ownership Counseling											0.00%	
	GRAND TOTAL												
	Add Subtotals 1 & 2, plus all Admin. & h	33		11		1		\$25,000.00	\$431,663.00	\$0.00	\$966,288.00	189.61%	45
	Percentage Construction/Rehab	Calculate									90%		
	Maximum Allowable												
	Purchase Price:							New	\$262,317	Existing	\$262,317		
	Allocation Breakdown	Amount		%				Projected Program Income:	\$0.00	Max Amount Program Income For Admin	\$0.00		
	Very-Low Income	\$195,000.00		38.3%				Projected Recaptured Funds:	\$0.00				
	Low Income	\$255,663.00		50.2%				Distribution:	\$509,625.00				
	Moderate Income	\$8,000.00		1.6%				Total Available Funds:	\$509,625.00				
	TOTAL	\$458,663.00		90.0%									

Exhibit D

CERTIFICATION TO FLORIDA HOUSING FINANCE CORPORATION

Local Government: CITY OF PALM BAY

- (1) The local government will advertise the availability of SHIP funds pursuant to Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will insure that there will be no discrimination on the basis of race, creed, religion, color, age, sex, familial or marital status, handicap, or national origin.
- (3) A process for selection of recipients for funds has been developed.
- (4) The eligible municipality or county has developed a qualification system for applications for awards.
- (5) Recipients of funds will be required to contractually commit to program guidelines.
- (6) The Florida Housing Finance Corporation will be notified promptly if the local government (or interlocal entity) will be unable to comply with the provisions the plan.
- (7) The Local Housing Assistance Plan shall provide for the expenditure of SHIP funds including allocation, program income and recaptured funds within 24 months following the end of the State fiscal year in which they are received.
- (8) The plan conforms to the Local Government Comprehensive Plan, or that an amendment to the Local Government Comprehensive Plan will be initiated at the next available opportunity to insure conformance with the Local Housing Assistance Plan.
- (9) Amendments to the approved Local Housing Assistance Plan shall be provided to the Corporation within 21 days after adoption.
- (10) The trust fund shall be established with a qualified depository for all SHIP funds as well as moneys generated from activities such as interest earned on loans.
- (11) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.
- (12) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements, copies of the audits will be

forwarded to the Corporation as soon as available.

- (13) An interlocal entity shall have its local housing assistance trust fund separately audited for each state fiscal year, and the audit forwarded to the Corporation as soon as possible.
- (14) SHIP funds will not be pledged for debt service on bonds or as rent subsidies.
- (15) Developers receiving assistance from both SHIP and the Low Income Housing Tax Credit (LIHTC) Program shall comply with the income, affordability and other LIHTC requirements, similarly, any units receiving assistance from other federal programs shall comply with all Federal and SHIP program requirements.
- (16) Loans shall be provided for periods not exceeding 30 years, except for deferred payment loans or loans that extend beyond 30 years which continue to service eligible persons.
- (17) Rental Units constructed or rehabilitated with SHIP funds shall be monitored at least annually for 15 years for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e)
- (18) The Plan meets the requirements of Section 420-907-9079 FS, and Rule Chapter 67-37 FAC, and how each of those requirements shall be met.
- (19) The provisions of Chapter 83-220, Laws of Florida ____ *has* or *X* *has not* been implemented.

Witness



Chief Elected Official or designee

Witness

William Capote, Mayor

Type Name and Title

June 6, 2017
Date

OR



Attest:
(Seal)

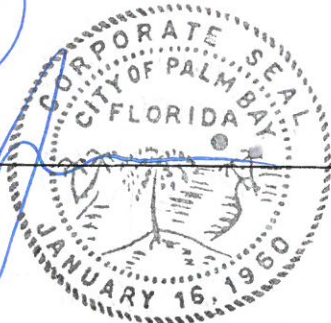


Exhibit E

RESOLUTION NO. 2017-20

A RESOLUTION OF THE CITY OF PALM BAY, BREVARD COUNTY, FLORIDA, APPROVING THE CITY OF PALM BAY LOCAL HOUSING ASSISTANCE PLAN (LHAP) FOR FISCAL YEARS 2017/2018, 2018/2019, AND 2019/2020, AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES, AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; APPROVING THE CITY OF PALM BAY'S HOUSING DELIVERY GOALS FOR STATE FISCAL YEARS 2018 THROUGH 2020; AUTHORIZING THE MAYOR TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS NEEDED BY THE STATE; AUTHORIZING THE SUBMISSION OF THE LOCAL HOUSING ASSISTANCE PLAN FOR REVIEW AND APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Session Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing, and

WHEREAS, the State Housing Initiatives Partnership (SHIP) Act, §§ 420.907-420.9079, Florida Statutes (1992) and Rule 67-37, Florida Administrative Code, requires local governments to develop a one- to three-year Local Housing Assistance Plan outlining how SHIP funds will be used; and ("Act") created the State Housing Initiative Partnership (SHIP) Program, which provides for the development and preservation of affordable housing in Florida Counties and Community Development Block Grant (CDBG) Entitlement Cities, and

WHEREAS, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy, and

WHEREAS, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefitting from awards made pursuant to the Act; the methodology and purchase prices used are defined in the attached Local Housing Assistance Plan, and

WHEREAS, as required by *section 420.9075*, F.S. the City finds that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(17), and eligible municipalities receiving a local housing distribution of up to \$350,00 may use 10 percent of program income for administrative costs, and

WHEREAS, the Housing and Neighborhood Services (HANDS) Division of the City of Palm Bay has prepared a three-year Local Housing Assistance Plan, for submission to the Florida Housing Finance Corporation, and

WHEREAS, the City Council finds that it is in the best interest of the public for the City of Palm Bay to submit the Local Housing Assistance Plan for review and approval so as to qualify for said documentary stamp tax funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM BAY, that:

SECTION 1. The City Council of the City of Palm Bay hereby approves the Local Housing Assistance Plan, as attached and incorporated hereto as Exhibit "A" for submission to the Florida Housing Finance Corporation as required by § 420.907-420-9079, Florida Statutes, for fiscal years 2017/2018, 2018/2019, and 2019/2020.

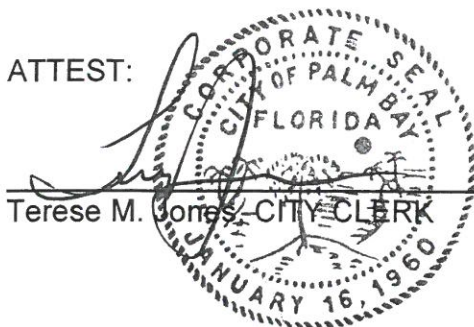
SECTION 2. The City of Palm Bay hereby finds that the cost of administering the Program shall exceed 5 percent of Program funds; and pursuant to the Act, the City hereby authorizes expenditure of no more than 10 percent of Program funds plus 5 percent of Program Income funds for implementation of the Program.

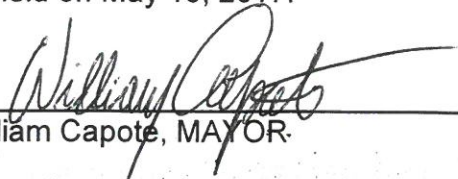
SECTION 3. The Mayor is hereby designated and authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan, and to do all things necessary and proper to carry out the terms and conditions of said program.

SECTION 4. This Resolution shall take effect immediately upon the enactment date.

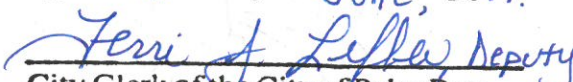
This resolution was duly enacted at Meeting No. 2017-12, of the City Council of the City of Palm Bay, Brevard County, Florida, held on May 18, 2017.

ATTEST:




William Capote, MAYOR.

THIS IS TO CERTIFY that the foregoing is a true and correct copy of the original on file in the office of the City Clerk of Palm Bay, Brevard County, Florida. WITNESS my hand and the official seal of the City of Palm Bay, this 4th day of June, 2017.


City Clerk of the City of Palm Bay, Florida.