

LHAP 2009-001

Exhibit A

[eff. Date]

(City of Clearwater)

Fiscal Year: 2018-2019			
Estimated Allocation for Calculating:	\$	480,527.00	
Salaries and Benefits	\$	40,552.70	
Office Supplies and Equipment	\$		
Travel Per diem Workshops, etc.	\$		
Advertising	\$		
Other*	\$	7,500.00	
Total	\$	48,052.70	0.1
Fiscal Year: 2019-2020			
Estimated Allocation for Calculating:	\$	480,527.00	
Salaries and Benefits	\$	40,552.70	
Office Supplies and Equipment	\$		
Travel Per diem Workshops, etc.	\$		
Advertising	\$		
Other*	\$	7,500.00	
Total	\$	48,052.70	0.1
Fiscal Year 2020-2021			
Estimated Allocation for Calculating:	\$	480,527.00	
Salaries and Benefits	\$	40,552.70	
Office Supplies and Equipment	\$		
Travel Per diem Workshops, etc.	\$		
Advertising	\$		
Other*	\$	7,500.00	
Total	\$	48,052.70	0.1

*All "other" items need to be detailed here and are subject to review and approval by the SHIP review committee. Project Delivery Costs that are outside of administrative costs are not to be included here, but must be detailed in the LHAP main document.

Details:

ADMINISTRATIVE BUDGET FOR EACH FISCAL YEAR

Exhibit A

Exhibit B
Timeline for SHIP Expenditures

CITY OF CLEARWATER affirms that funds allocated for these fiscal years will meet the following deadlines:
(local government)

Fiscal Year	Encumbered	Expended	1 st Year AR	2 nd Year AR	Closeout AR
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
2020-2021	6/30/2022	6/30/2023	9/15/2021	9/15/2022	9/15/2023

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	1 st Year AR Not Submitted	2 nd Year AR Not Submitted	Closeout AR Not Submitted
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
2020-2021	3/30/2022	3/30/2023	6/15/2021	6/15/2022	6/15/2023

Requests for Expenditure Extensions (close-out year ONLY) must be received by FHFC by June 15 of the year in which funds are required to be expended. The extension request shall be emailed to robert.dearduff@floridahousing.org and terry.auringer@floridahousing.org and include:

1. A statement that “(city/county) requests an extension to the expenditure deadline for fiscal year _____.
2. The amount of funds that is not expended.
3. The amount of funds that is not encumbered or has been recaptured.
4. A detailed plan of how/when the money will be expended.

Note: an extension to the expenditure deadline (June 30) does not relieve the requirement to submit (September 15) the annual report online detailing all funds that have been expended. Please email terry.auringer@floridahousing.org when you are ready to “submit” the AR.

Other Key Deadlines:

AHAC reports are due for each local government the same year as the local government’s LHAP being submitted. Local governments receiving the minimum or less allocation are not required to report.

FLORIDA HOUSING FINANCE CORPORATION												Please check applicable		
HOUSING DELIVERY GOALS CHART												New Plan: [eff. date]		
2018-2019												Amendment:		
Name of Local Govern CITY OF CLEARWATER												Fiscal Yr. Closeout:		
										Allocation:	\$480,527.00			
										A	B	C	D	E
Strategy #		HOME OWNERSHIP STRATEGIES (strategy title must be same as the title used)	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	MI Units	Max. SHIP Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without SHIP Dollars	Total SHIP Dollars	Total Percentage	
	1,9	Acquisition of Existing	2	\$22,000	2	\$22,000	0	\$22,000		\$88,000.00		\$88,000.00	18.31%	
	2	DPCCA for Existing Hd	2	\$22,000	2	\$22,000	0	\$22,000		\$88,000.00		\$88,000.00	18.31%	
	3	Owner-Occupied Reha	3	\$45,000	3	\$45,000	0	\$45,000		\$270,000.00		\$270,000.00	56.19%	
	5	Disaster Mitigation Str	0	\$10,000	0	\$10,000	0	\$10,000				\$0.00	0.00%	
	10	New Construction	0	\$46,000	1	\$46,000	1	\$46,000	\$92,000.00			\$92,000.00	19.15%	
												\$0.00	0.00%	
												\$0.00	0.00%	
												\$0.00	0.00%	
		Subtotal 1 (Home Own	7		8		1		\$92,000.00	\$358,000.00	\$88,000.00	\$538,000.00	111.96%	
		RENTAL STRATEGIES	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	MI Units	Max. SHIP Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without SHIP Dollars	Total SHIP Dollars	Total Percentage	
	14,21	Multi-Family	1	\$45,000	1	\$45,000	1	\$45,000.00	\$52,229.83	\$52,229.84		\$104,459.67	21.74%	
												\$0.00	0.00%	
												\$0.00	0.00%	
												\$0.00	0.00%	
		Subtotal 2 (Non-Home	1		1		1		\$52,229.83	\$52,229.84	\$0.00	\$104,459.67	21.74%	
		Administration Fees										\$48,052.70	10.00%	
		Admin. From Program Income										\$11,051.86	2.30%	
		Home Ownership Counseling											0.00%	
		GRAND TOTAL												
		Add Subtotals 1 & 2, p	8		9		2		\$144,229.83	\$410,229.84	\$88,000.00	\$701,564.23	146.00%	
		Percentage Constr	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.									115%		
		Maximum Allowable												
		Purchase Price:							New	\$229,000	Existing	\$210,000		
		Allocation Breakdown	Amount			%			Projected Program Income:		\$221,037.23	Max Amount Program Income For Adm		\$11,051.86
		Very-Low Income	8	\$268,000.00		55.8%			Projected Recaptured Funds:					
		Low Income	7	\$269,000.00		56.0%			Distribution:		\$480,527.00			
		Moderate Income	2	\$91,000.00		18.9%			Total Available Funds:		\$701,564.23			
		TOTAL				130.7%								

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		Moderate Income	2	\$91,000.00		18.9%			Total Available Funds:		\$701,564.23			
		TOTAL				130.7%								

CERTIFICATION TO FLORIDA HOUSING FINANCE CORPORATION

Local Government or Interlocal Entity: CITY OF CLEARWATER

Certifies that:

- (1) The availability of SHIP funds will be advertised pursuant to program requirements in 420.907-420.9079, 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, color, national origin, sex, handicap, familial status, or religion.
- (3) A process to determine eligibility and for selection of recipients for funds has been developed.
- (4) Recipients of funds will be required to contractually commit to program guidelines and loan terms.
- (5) Florida Housing will be notified promptly if the local government /interlocal entity will be unable to comply with any provision of the local housing assistance plan (LHAP).
- (6) The LHAP provides a plan for the encumbrance of funds within twelve months of the end of the State fiscal year in which they are received and a plan 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.
- (7) The LHAP 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 LHAP.
- (8) Amendments to the approved LHAP shall be provided to the Florida Housing for review and/or approval within 21 days after adoption.
- (9) The trust fund exists with a qualified depository for all SHIP funds as well as program income or recaptured funds.
- (10) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.
- (11) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local government's audited financial statements (CAFR). An electronic copy of the CAFR or a hyperlink to the document shall be provided to Florida Housing by June 30 of the applicable year.

- (12) Evidence of compliance with the Florida Single Audit Act, as referenced in Section 215.97, F.S. shall be provided to Florida Housing by June 30 of the applicable year.
- (13) SHIP funds will not be pledged for debt service on bonds.
- (14) 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.
- (15) 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 serve eligible persons.
- (16) Rental Units constructed or rehabilitated with SHIP funds shall be monitored for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e). 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.
- (17) The LHAP meets the requirements of Section 420.907-9079 FS, and Rule Chapter 67-37 FAC.
- (18) The provisions of Chapter 83-220, Laws of Florida have not been implemented (except for Miami-Dade County).

M. Malcolm-Smith
Witness M. Malcolm-Smith

Chief Elected Official or designee

Shari L. Lepper
Witness Shari L. Lepper

-George N. Cretekos
George N. Cretekos
Mayor

4/25/18
Date

OR

Kesemari Call
Attest:
(Seal)



RESOLUTION NO. 18-04

A RESOLUTION OF THE CITY OF CLEARWATER, FLORIDA, APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING 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 AN EFFECTIVE DATE.

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions 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 Act (hereafter, SHIP Act), ss.420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one to three-year Local Housing Assistance Plan outlining how funds will be used, and

WHEREAS, the SHIP Act further 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 benefiting from awards made pursuant to the SHIP Act, therefore, the methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and

WHEREAS, as required by section 420.9075, Florida Statutes, it is found that five percent (5%) of the local housing distribution plus five percent (5%) 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 ten percent (10%) of the local housing distribution plus five percent (5%) of program income deposited in 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 \$350,000 may use up to 10 percent (10%) of program income for administrative costs; and

WHEREAS, the Economic Development and Housing Department has prepared a three-year Local Housing Assistance Plan incorporating the above-referenced provisions and requirements 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 Clearwater 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 CLEARWATER, FLORIDA:

Section 1. The City Council of the City of Clearwater hereby approves the Local Housing Assistance Plan, as attached and incorporated hereto for submission to the Florida Housing Finance Corporation as required by ss. 420.907-420.9079, Florida Statutes, for state fiscal years 2018-19, 2019-20 and 2020-21.

Section 2. 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 term and conditions of said program.

Section 3. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 4th day of April, 2018.

-george cretekos

George N. Cretekos
Mayor

Approved as to form:

Laura Mahony

Laura Mahony
Assistant City Attorney

Attest:

Rosemarie Call

Rosemarie Call
City Clerk

