

RESOLUTION R-18-181

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, AMENDING RESOLUTION R-15-043 TO PROVIDE FOR REVISIONS TO THE LOCAL HOUSING ASSISTANCE PLAN (2015-2018).

WHEREAS, on April 21, 2015, the Board of County Commissioners approved Resolution R-15-043 providing for adoption of a Local Housing Assistance Plan (2015-2018); and

WHEREAS, on April 29, 2015, staff transmitted the plan to the Florida Housing Finance Corporation (FHFC) for review and approval; and

WHEREAS, on May 21, 2015, Florida Housing Finance Corporation Review Committee approved Manatee County's Local Housing Assistance Plan (2015-2018) subject to the completion of minor technical revisions to the plan; and

WHEREAS, staff incorporated the minor technical revisions requested by FHFC and forwarded the final plan to the state as requested; and

WHEREAS, staff has identified additional revisions that need to be incorporated to ensure consistency in program administration with strikethrough (-) for deletions and double underline () for additions;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners that:

1. Resolution R-15-043 is hereby amended to provide for adoption of Resolution R-18-181 to the Local Housing Assistance Plan (2015-2018) as attached hereto.
2. The Board of County Commissioners of Manatee County shall reserve the right to adopt additional rules, policies and procedures that are consistent with the provisions of Section 420.907 et seq, Florida Statutes and the provisions of Chapter 67-37, Florida Administrative Code as well as any other applicable laws, codes or rules.

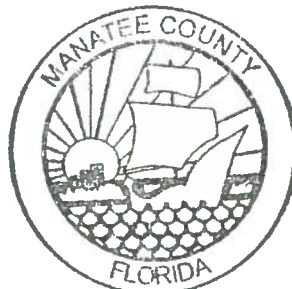
ADOPTED with a quorum present and voting this 27th day of November, 2018.

**BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA**

By: *Priscilla May*
Chairman

**ATTEST: ANGELINA COLONNESO,
CLERK OF THE CIRCUIT COURT
AND COMPTROLLER**

By: *Robin Pith, Jr*





MANATEE COUNTY GOVERNMENT

STATE HOUSING INITIATIVE

PARTNERSHIP (SHIP)

LOCAL HOUSING ASSISTANCE PLAN

FISCAL YEARS

2015-2016, 2016-2017, 2017-2018

**MANATEE COUNTY
LOCAL HOUSING ASSISTANCE PLAN**

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I. PROGRAM DESCRIPTION

A. Name of the participating local government and Interlocal (if applicable):

MANATEE COUNTY GOVERNMENT

Interlocal : Yes _____ No

B. Purpose of the program:

Creation of the Plan is for the purpose of meeting the housing needs of the extremely low, very low, low and moderate income households, to expand production of and preserve affordable housing, and to further the housing element of the local government comprehensive plan specific to affordable housing.

C. Fiscal years covered by the Plan:

2015/2016
 2016/2017
 2017/2018

D. Governance:

The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37, Florida Administrative Code. The SHIP Program does further the housing element of the local government Comprehensive Plan. *Cities and Counties must be in compliance with these statutes, rules and any additional requirements as established through the Legislative process.*

E. Local Housing Partnership:

Manatee County's SHIP Program encourages building active partnerships between government, lenders, builders and developers, real estate professionals, nonprofit agencies, advocates for low-income persons and community groups.

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 online surveys, face to face meetings with housing providers, social service providers and local. Public input was solicited through the local newspaper in the advertising of the Local Housing Assistance Plan the Notice of Funding Availability.

H. Advertising and Outreach:

SHIP funding availability shall be advertised in a newspaper of general circulation and periodicals serving ethnic and diverse neighborhoods, 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. 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.

J. Support Services and Counseling:

Support services are available from various sources. Available support services include but are not limited to: Homeownership Counseling (Pre and Post), Credit Counseling, Tenant Counseling and Transportation and Local Government Community Services activities. (Referrals are made on a case by case basis to social service, health, housing and legal aid agencies).

K. 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 statistical area in which the eligible housing is located. 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:

U.S. Treasury Department

Local HFA Numbers

L. Income Limits, Rent Limits and Affordability:

The Income and Rent Limits used in the SHIP Program are updated annually from 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.

M. 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.

N. 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 the same 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 \$3,000 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.

O. Administrative Budget:

A line-item budget of proposed Administrative Expenditures is attached as **Exhibit A**. Manatee County Government finds that the moneys deposited in the local housing assistance trust fund shall be used to administer and implement the local housing assistance plan. In accordance with Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, the cost of administering the program may not exceed 10 percent of the local housing distribution plus 5% 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 \$350,000 may use up to 10 percent of program income for administrative costs. *Manatee County Government has adopted the above findings in the attached resolution, **Exhibit E**.*

P. Program Administration:

Administration of the local housing assistance plan is the responsibility of Manatee County's Neighborhood Services Redevelopment and Economic Opportunity Department, Community Development Division. The County administers most programs funded by SHIP but may contract the administration/implementation of some SHIP programs to local third party entities.

Through an established Manatee County Request for Proposal (RFP) process, nonprofit agencies will apply through an application process to perform program services which may be provided on a fee for service and/or performance fee basis. Services include, but are not limited to, home buyer education/credit counseling and foreclosure prevention counseling services. The nonprofit agency may target certain neighborhoods or certain groups,

i.e., the elderly or disabled.

Nonprofit agencies will be required to comply with the following criteria:

1. The agency must agree to participate in training provided by County staff or the FHFC.
2. The agency must certify that services will be provided in a manner which will ensure there will be no discrimination on the basis of race, color, religion, sex, national origin, age, handicap or marital status within the parameters of the targeting goals of its program.
3. The agency must agree to comply with SHIP regulations and requirements as well as other grant requirements if used in conjunction with SHIP funds.
4. The agency must evidence receipt of tax-exempt ruling from the IRS under Section 501c of the Internal Revenue Code.
5. The agency must have financial accountability standards, which permit Manatee County Neighborhood Services Redevelopment and Economic Opportunity Department to account for and audit funds.
6. The agency must have the ability to issue checks on a reimbursement basis for SHIP awarded projects (if applicable).
7. The agency must be an approved HUD Certified Counseling Agency.

The agencies will be reviewed, evaluated and awarded on their ability to perform the required services in a professional, efficient and timely manner. The County reserves the right to make revisions to the application, application process and rating criteria as it sees applicable and as needed to conform to all the current rules and regulations of the State of Florida SHIP Program, County and any other programs in which SHIP units are used.

Q. Essential Service Personnel:

Pursuant to Chapter 67-37.002(11) F.A.C. and Chapter 67-37.005(10), F.A.C. and Section 420.9075(3)(a), FS., Essential Services Personnel shall include teachers and educators; other school district, community college, and university employees; police and fire personnel; government employees; health care personnel; and skilled building trades personnel.

R. Section 402.9075(3)(d), F.S.:

The Manatee County Neighborhood Services Redevelopment and Economic Opportunity Department has incorporated the HUD Green Standards and procedures into all of our construction/renovation projects. These standards are verified through the specifications and inspections procedures.

Innovative design, green building principles, storm-resistant construction or other elements that reduce long-term costs relating to maintenance, utilities or insurance are encouraged as part of the project consideration for rehabilitation repairs and replacement of existing dilapidated housing.

All rehabilitation or new construction of residential buildings up to three stories must be designed to meet the standard for Energy Star Qualified New Homes.

Other residential rehabilitation activities must meet these standards to the extent applicable to the rehabilitation work undertaken, e.g. replace older obsolete products and appliances with Energy Star-46 labeled products. Water efficient toilets, showers, and faucets, such as those with the WaterSense label, must be installed.

Where relevant, the housing should be improved to mitigate the impact of disasters (e.g., earthquake, hurricane, flooding, fire).

II. LHAP HOUSING STRATEGIES: *Chapter 67-37.005(5), F.A.C.*

A. Name of the Strategy: REHABILITATION [Code 3]

a. Summary of the Strategy:

A portion of SHIP funds will be allocated toward rehabilitation repairs to correct substandard conditions, eliminate code violations, upgrade major systems and make general property site improvements to improve the health, safety and welfare of the occupants. Innovative design, green building principles, storm-resistant construction or other elements that reduce long-term costs relating to maintenance, utilities or insurance are also encouraged as part of the consideration of required rehabilitation repairs. Funds may be used to assist with payment of relocation costs associated with rehabilitation of the residence occupied by the homeowner, payment of soft costs¹, impact fees, water facility investment fees, sewer facility investment fees, water connection fees, water line extension fees and sewer line extension fees on an existing residence occupied by a SHIP eligible person. Funds may also be used to assist with certain activities necessary in the rehabilitation of a home may have higher costs involved such as: asbestos removal and disposal, lead-based paint abatement, compliance with historic preservation requirements. Funds may not be utilized for mobile homes.

SHIP funding assistance per unit for all activities shall be determined at all times by the County and shall be based on evidenced need and available SHIP funds in the requested activity.

For Moderate income households², the maximum per unit assistance for this activity has been set at \$45,000.

b. Fiscal Years Covered: 2015-2016, 2016-2017, 2017-2018

¹Soft costs: Inclusive of storage box fees, recording fees, wind mitigation and title services. Soft costs will be included as part of the total maximum award. ~~survey fees, appraisal fees, title service fees, permitting fees, impact fees, etc.~~

² Funds may be suspended at such time as it is determined that the very low and low income households will not meet the regulatory set aside requirements or that there is a lack of funding, or that preference will be given to very low and low income households.

- c. Income Categories to be served: Very low and Low ~~and Moderate~~ income households.
- d. The maximum award indicated in the Housing Delivery Goals Chart
- e. Terms, Recapture and Default. SHIP funding will be offered in the form of a 0% interest, deferred payment loan for 30 years secured by a recorded mortgage and note and forgiven at the end of the term. Payment shall be deferred until the first to occur of the following events: (a) Borrower sells, transfers or disposes of the property or home either voluntarily or involuntarily; (b) the Borrower fails or ceases to occupy the home as a principal residence and (c) the Borrower, or if the Borrower is married, the survivor of the Borrower or the Borrower's spouse dies.

Assumption of mortgages under Manatee County's Local Housing Assistance Plan will be allowed under the following conditions:

- 1) the valid devise of the property to an income eligible spouse (no minor child of the decedent),
- 2) the descent of the ownership of the property to an income eligible spouse,
- 3) the descent of a life estate of the property to an income eligible spouse,
- 4) the descent of the ownership of the property to an income eligible heir(s),
- 5) the mortgagor gives a deed in lieu of foreclosure to the first mortgage lender who then resells the property to an income eligible household,
- 6) the heirs of the property all deed their interest in the property to an income eligible household.

Soft costs³ and relocation costs will be offered in the form of a grant to the eligible applicant.

- f. Recipient Selection Criteria:
 1. Residential properties must be owner occupied properties.
 2. Structure must be located within unincorporated Manatee County or City of Palmetto.
 3. Applications will be taken on a first-come, first-eligible basis.
 4. Applicant must agree to execute all necessary documents.
 5. Priority of consideration may be given to individuals who meet the definition of essential service personnel; to properties located within the Southwest County Improvement District (SWTIF) area; and to eligible applicants affected by disaster; and to individuals who meet the definition of Special Needs as defined in section 420.0004, Florida Statutes.

³ Soft costs: Inclusive of storage box fees, recording fees, wind mitigation and title services. Soft costs will be included as part of the total maximum award. survey fees, appraisal fees, title service fees, permitting fees, impact fees, etc.

6. Structure shall comply with the definition of an affordable unit as defined herein.
7. Applicant must occupy the assisted unit as their permanent residence⁴ and provide documented evidence in accordance with the State of Florida Homestead Exemption requirement.
8. Families or individuals receiving assistance must maintain property in compliance with regulations outlined in the Manatee County Land Development Code and other applicable laws.
9. Applicant must agree to cooperate with the Contractor in providing access to home and shall agree not to interfere with the contractor, subcontractors, suppliers, laborers or any other persons necessary in the performance of the work. Failure to do so may result in a default of the Rehabilitation Loan Agreement with Manatee County and Manatee County shall have the right to suspend or terminate the agreement in accordance with the terms and conditions of the Rehabilitation Loan Agreement.
10. Applicants must not have been previously assisted with any Federal or State funding administered by Manatee County Neighborhood Services Redevelopment and Economic Opportunity Department in the past 5 years.

No assistance will be provided to any property owner who is in arrears in local property taxes, mortgage payments or County utility accounts at the time of applying for the assistance.

g. Additional Information:

SHIP funds expended on this program may be used as gap financing leveraged with private funds and/or as a match for HOME funds. Other state, federal or local programs which may be used as leverage with SHIP funds under this program include, but not limited to: Community Development Block Grant, Rural Development Loan, Community Contribution Tax Incentive Program, 203K - HUD Renovation Loan, Weatherization Program, etc.

B. Name of the Strategy: RECONSTRUCTION [Code 4]

a. Summary of the Strategy:

A portion of ship funds will be used to fund costs associated with the demolition and reconstruction of dilapidated single family structures. Innovative design, green building principles, storm-resistant construction or other elements that reduce long-term costs relating to maintenance, utilities or insurance are also encouraged as part of the consideration of reconstruction. SHIP funds may be used to assist with the demolition of unsafe structures where reconstruction housing

⁴Permanent residence as stated in 196.012(18) F.S. means that place where a person has his true, fixed and permanent home and principal establishment to which, whenever absent, he has the intention of returning.

will occur. Funds may also be used to assist with payment of relocation costs associated with reconstruction of the residence

occupied by the homeowner, payment of soft costs⁵, impact fees, water facility investment fees, sewer facility investment fees, water connection fees, water line extension fees and sewer line extension fees. Funds may not be utilized for mobile homes.

- b. Fiscal Years Covered: 2015-2016, 2016-2017, 2017-2018
- c. Income Categories to be served: Very low, and Low Income Households.
- d. The maximum award indicated in the Housing Delivery Goals Chart
- e. Terms, Recapture and Default. SHIP funding will be offered in the form of a 0% interest, deferred payment loan for 30 years secured by a recorded mortgage and note and forgiven at the end of the term. Payment shall be deferred until the first to occur of the following events: (a) Borrower sells, transfers or disposes of the property or home either voluntarily or involuntarily; (b) the Borrower fails or ceases to occupy the home as a principal residence and (c) the Borrower, or if the Borrower is married, the survivor of the Borrower or the Borrower's spouse dies.

Assumption of mortgages under Manatee County's Local Housing Assistance Plan will be allowed under the following conditions:

- 1) the valid devise of the property to an income eligible spouse (no minor child of the decedent),
- 2) the descent of the ownership of the property to an income eligible spouse,
- 3) the descent of a life estate of the property to an income eligible spouse,
- 4) the descent of the ownership of the property to an income eligible heir(s),
- 5) the mortgagor gives a deed in lieu of foreclosure to the priority lenders who then resells the property to an income eligible household,
- 6) the heirs of the property all deed their interest in the property to an income eligible household.

Soft costs⁶ and relocation costs will be offered in the form of a grant to the eligible applicant.

- f. Recipient Selection Criteria:
 - 1. Residential properties must be owner occupied properties.

⁵⁻⁶Soft costs: Inclusive of storage box fees, recording fees, wind mitigation and title services. Soft costs will be included as part of the total maximum award, survey fees, appraisal fees, title service fees, permitting fees, impact fees, etc.

2. Structure must be located within unincorporated Manatee County or City of Palmetto.
3. Applications will be taken on a first-come, first-eligible basis.
4. Applicant must agree to execute all necessary documents.
5. Priority of assistance may be given to individuals who meet the definition of essential service personnel; to properties located within the Southwest County Improvement District (SWTIF) area; and to eligible applicants affected by natural disaster; and to individuals who meet the definition of Special Needs as defined in section 420.0004, Florida Statutes.
6. Structure shall comply with the definition of an affordable unit as defined herein.
7. Applicant must occupy the assisted unit as their permanent residence⁷ and provide documented evidence in accordance with the State of Florida Homestead Exemption requirement.
8. Families or individuals receiving assistance must maintain property in compliance with regulations outlined in the Manatee County Land Development Code and other applicable laws.
9. Applicant must agree to cooperate with the Contractor in providing access to home and shall agree not to interfere with the contractor, subcontractors, suppliers, laborers or any other persons necessary in the performance of the work. Failure to do so may result in a default of the Rehabilitation Loan Agreement with Manatee County and Manatee County shall have the right to suspend or terminate the agreement in accordance with the terms and conditions of the Rehabilitation Loan Agreement.
10. Applicants must not have been previously assisted with any Federal or State funding administered by Manatee County Neighborhood Services Redevelopment and Economic Opportunity Department in the past 5 years.

No assistance will be provided to any property owner who is in arrears in local property taxes, mortgage payments or County utility accounts at the time of applying for the assistance.

g. Additional Information:

SHIP funds expended on this program may be used as gap financing leveraged with private funds and/or as a match for HOME funds. Other state, federal or local programs which may be used as leverage with SHIP funds under this program include, but not limited to: Community Development Block Grant, Rural Development Loan, Community Contribution Tax Incentive Program, 203K - HUD Renovation Loan, Weatherization Program, etc.

C. Name of the Strategy: DOWNPAYMENT ASSISTANCE [Code 2]

⁷Permanent residence as stated in 196.012(18) F.S. means that place where a person has his true, fixed and permanent home and principal establishment to which, whenever absent, he has the intention of returning.

a. Summary of the Strategy:

The most significant barrier to homeownership for residents currently occupying a rental unit is not having enough money saved to make a down payment, pay the closing costs and/or qualify for a first mortgage. A renter may be paying a monthly rent equal to a monthly mortgage payment but does not have the ability to make the down payment or pay the closing costs. Funds may not be utilized for mobile homes. The County will use a portion of the SHIP fund allocation to assist SHIP eligible recipients with their down payment on the purchase of and with costs associated with first mortgage financing.

SHIP funding assistance per unit for all activities shall be determined at all times by the County and shall be based on evidenced need and available SHIP funds in the requested activity.

In all cases, applicant will be required to have a minimum investment of \$500.00 toward the transaction.

b. Fiscal Years Covered: 2015-2016, 2016-2017, 2017-2018

c. Income Categories to be served: Very low, Low and Moderate Income Households

d. The maximum award indicated in the Housing Delivery Goals Chart includes a maximum of \$6,000 toward closing costs.

e. Terms, Recapture and Default. SHIP funding will be offered in the form of a 0% interest, deferred payment loan for 30 years and forgiven at the end of the term. Payment shall be deferred until the first to occur of the following events: (a) Borrower sells, transfers or disposes of the property or home either voluntarily or involuntarily; (b) the Borrower fails or ceases to occupy the home as a principal residence and (c) the Borrower, or if the Borrower is married, the survivor of the Borrower or the Borrower's spouse dies.

Assumption of mortgages under Manatee County's Local Housing Assistance Plan will be allowed under the following conditions:

- 1) the valid devise of the property to an income eligible spouse (no minor child of the decedent),
- 2) the descent of the ownership of the property to an income eligible spouse,
- 3) the descent of a life estate of the property to an income eligible spouse,
- 4) the descent of the ownership of the property to an income eligible heir(s),
- 5) the mortgagor gives a deed in lieu of foreclosure to the priority lenders who then resells the property to an income eligible household,
- 6) the heirs of the property all deed their interest in the property to

a income eligible household.

f. Recipient Selection Criteria:

1. Residential properties must be owner occupied properties.
2. Structure must be located within unincorporated Manatee County or City of Palmetto.
3. Applications will be taken on a first-come, first-eligible basis following the required SHIP advertising period.
4. Homebuyer receiving assistance shall satisfactorily complete Manatee County approved housing counseling & training course and provide a copy of certification of completion with application for assistance prior to closing.
5. Applicant must agree to execute all necessary documents.
6. Structure shall comply with the definition of an affordable unit as defined herein.
7. Applicant must occupy the assisted unit as their permanent residence⁸ and provide documented evidence in accordance with the State of Florida Homestead Exemption requirement.
8. Families or individuals receiving assistance must maintain property in compliance with regulations outlined in the Manatee County Land Development Code and other applicable laws.
9. Ability to work with County and/or the approved nonprofit agency.
10. Priority of assistance may be given to individuals who meet the definition of essential service personnel; to properties located within the Southwest County Improvement District (SWTIF) area; and to eligible applicants affected by natural disaster; and to individuals who meet the definition of Special Needs as defined in section 420.0004, Florida Statutes.
11. Applicants must not have been previously assisted with any Federal or State funding administered by Manatee County Neighborhood Services Redevelopment and Economic Opportunity Department in the past 5 years.

- g. Additional Information: Other state, federal or local programs which may be used as leverage with SHIP funds under this program include, but not limited to: Private funding, bond programs, HOME Investment Partnership Program, Rural Development Loan, etc.

D. Name of Strategy: FORECLOSURE PREVENTION [Code 7]

- a. Summary of the Strategy: The Mortgage Foreclosure Prevention Program offers qualified homeowners an opportunity to avoid foreclosure and retain their homes. Funds will be provided to eligible homeowners to assist in bringing their mortgage payments current prior to the start of the foreclosure process. Eligible expenses include

⁸Permanent residence as stated in 196.012(18) F.S. means that place where a person has his true, fixed and permanent home and principal establishment to which, whenever absent, he has the intention of returning.

such things as: delinquent mortgage payments (principal, interest taxes, and insurance), attorney's fees, late fees and other customary fees). Funds may also be used to assist a person in refinancing their mortgage to a fixed rate mortgage if they currently have an adjustable rate mortgage or interest only mortgage and their current front end ratio is above forty five percent (45%) and by refinancing it will bring their front-end ratio below thirty-five percent (35%).

Nonprofit sponsors will serve as first access points for persons needing assistance. County staff may also directly assist eligible households when required.

This program will allow nonprofit sponsors to serve as providers of foreclosure prevention assistance to eligible persons needing assistance. Eligible households will be approved subject to funding availability on a first come, first eligible basis and in such manner as to comply with statutory requirement.

- b. Fiscal Years Covered: 2015-2016, 2016-2017, 2017-2018
- c. Income Categories to be served: Very low, Low and Moderate Income Households.
- d. The maximum award indicated in the Housing Delivery Goals Chart
- e. Terms, Recapture and Default. Assistance through the provision foreclosure prevention will be offered in the form of grant. Assistance will be limited to a one-time award per 3 year period, per eligible household.
- f. Funds are made available based on a first-come, first-eligible basis.

Additional criteria are as follows:

- 1. Structure must be located within unincorporated Manatee County or City of Palmetto.
- 2. Applications will be taken on a first-come, first-eligible basis
- 3. Applicants assisted under this strategy must show the ability to continue to maintain their mortgage payments after assistance is given.
- 4. Foreclosure prevention applicants must show that the nonpayment of their mortgage is due to one of the following reasons:
 - ♦ Loss of employment or income
 - ♦ Sudden medical expenses
 - ♦ Divorce or separation that reduces income
 - ♦ Death of Spouse that reduces income
 - ♦ Unforeseen emergency home repair bills
 - ♦ Temporary or Permanent Disability that reduces income
- 5. The applicant must attend a budgeting/counseling program

- from the County or an approved HUD counseling agency.
6. Priority of assistance may be given to individuals who meet the definition of essential service personnel; to properties located within the Southwest County Improvement District (SWTIF) area; to eligible applicants affected by natural disaster; and to individuals who meet the definition of Special Needs as defined in section 420.004, Florida Statutes.
 7. Applicants must be at least 60 days delinquent, but not more than 180 days delinquent on their mortgage payment.
- g. Nonprofit Sponsor Criteria:
1. The nonprofit sponsor must have financial accountability standards, which permit Manatee County ~~Neighborhood Services~~ Redevelopment and Economic Opportunity Department to account for and audit the SHIP funds.
 2. The nonprofit sponsors must evidence receipt of tax-exempt ruling from the IRS under Section 501c of the Internal Revenue Code.
 3. Applications from nonprofit sponsors will be evaluated to ensure that the proposal will permit Manatee County ~~Neighborhood Services~~ Redevelopment and Economic Opportunity Department to meet the State statutory requirements of the SHIP program relating to beneficiaries, units assisted and expenditure deadline.
 4. Nonprofit sponsor must agree to comply with local criteria to ensure that the total funds set aside for units for SHIP eligible persons are occupied by very low- and low-income persons.
 5. Nonprofit sponsor must agree to comply with SHIP regulations and requirements as well as other grant requirements if used in conjunction with SHIP funds.
 6. Nonprofit sponsor must have the ability to issue checks for foreclosure prevention payments at time of funding approval on a reimbursement basis.
 7. Nonprofit sponsor must agree to participate in training provided by County staff or the Florida Housing Coalition.
 8. Nonprofit sponsor must certify that services will be provided in a manner which will ensure there will be no discrimination on the basis of race, creed, color, age, sex, marital status, familial status, handicap, religion or national origin with the parameters of the targeting goals of its program.
- h. SHIP funds expended on this program may be used as gap funding leveraged with private funds and/or as a match for HOME funds. Other state, federal or local programs which may be used as leverage with SHIP funds under this program include, but not limited to: Community Development Block Grant, HOME Investment Partnership, and General Revenue.

E. Name of the Strategy: RENTAL HOUSING DEVELOPMENT [Code 21]

a. Summary of the Strategy:

A portion of SHIP funds will be allocated to for-profit developers and nonprofit sponsors for construction and rehabilitation of rental housing that is available to SHIP eligible persons. For-profit developers will be able to utilize SHIP funding as a local contribution for competitive funding applications and in the purchase of an existing multifamily in need of rehabilitation of rental units. Nonprofit sponsors will be able to utilize SHIP funding in the purchase of vacant land with construction of a residential rental structure, in the purchase of an existing multifamily or residential rental structure in need of rehabilitation or in the acquisition of a residential rental structure for demolition, construction of a new rental unit(s) and as a local contribution for competitive grant funding applications. Eligible activities include new construction, minor and major rehabilitation, weatherization code compliance, accessibility for disabled persons, and conversions. Innovative design, green building principles, storm-resistant construction or other elements that reduce long-term costs relating to maintenance, utilities or insurance is also encouraged as part of the project development consideration. Certain activities necessary in the rehabilitation process may have higher costs involved such as: asbestos removal and disposal, lead-based paint abatement, compliance with historic preservation requirements. Funds may not be utilized for mobile homes.

b. Fiscal Years Covered: 2015-2016, 2016-2017, 2017-2018

c. Income Categories to be served: Very low, and Low income

d. The maximum award indicated in the Housing Delivery Goals Chart

e. Terms, Recapture and Default: Funds will not be committed to the project until a legally binding agreement has been executed between the project owner and the County. The agreement shall establish the duration for which the units shall remain affordable and the loan parameters of a 0% interest deferred payment loan for 30 years secured by a mortgage and note. Additionally, rental units constructed with SHIP funds shall be monitored annually for compliance with tenant income requirements and affordability requirements.

f. Developer/Owner (For Profit) Selection Criteria:

1. Structure must be located within unincorporated Manatee County or City of Palmetto.
2. Applications will be taken on a first-come, first-eligible basis following the required SHIP advertising period.
3. Applications from developers will be evaluated to ensure that the proposal and any subsidy requested will permit Manatee County Neighborhood Services Redevelopment and Economic Opportunity Department to meet the State statutory requirements of the SHIP program relating to beneficiaries and units assisted, and to ensure that the project can be completed

- by the State statutory deadline for expending SHIP program funds.
4. Priority consideration may be given to developments located within the Southwest County Improvement District (SWTIF) area; and to individuals who meet the definition of Special Needs as defined in section 420.0004, Florida Statutes.
 5. The Developer/Owner must have site control. At a minimum, a contract for purchase must be held by the Applicant for the proposed site.
 6. The Developer/Owner must be able to evidence that the proposed project is or will be appropriately zoned for project development.
 7. The Developer/Owner must be able to evidence that a financial commitment, with the exception of the SHIP program, has been secured for the project.
 8. The Developer/Owner must provide evidence that the experience and professional standing of the Development Team is adequate to ensure the completion and development of the project.
 9. Project must be marketed on a first-come, first-eligible basis to low-income, very-low income including special needs tenant population.
 10. Rehabilitation repairs must correct substandard code related repairs and improve the health, safety and welfare of the occupants.
 11. Transitional housing developments ["projects that have as its purpose, facilitating the movement of homeless individuals and families to permanent housing within a reasonable amount of time (usually 24 months)"] must provide housing for special needs population as defined herein, subject to all other provisions of this plan.
 12. Developer/Owner must agree to comply with local criteria to ensure that at least thirty (30%) percent of the total funded units set aside for SHIP eligible persons are occupied by very low-income persons.
 13. Developer/Owner must agree to comply with terms of a Land Use and Deed Restriction Agreement to ensure that SHIP assisted units remain affordable for very low-income and low-income persons. Additionally, rental units assisted with SHIP funds shall be monitored annually by Manatee County for compliance with tenant income requirements and affordability requirements. SHIP assisted rental housing offered for sale prior to the end of the 15 year period 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 recipients {F.S. 420.9075(f), Florida Administrative Code Rule 67-37.007(10)}.
 14. Developer/Owner receiving assistance must maintain property in compliance with regulations outlined in the Manatee County Land Development Code and other applicable laws.

- g. Non-profit Sponsor Selection Criteria:
1. Structure must be located within unincorporated Manatee County or City of Palmetto.
 2. Applications will be taken on a first-come, first-eligible basis following the required SHIP advertising period. Applications will be analyzed by staff to determine that quality projects are selected and to ensure that the project is financially feasible.
 3. The nonprofit sponsors must evidence receipt of tax-exempt ruling from the IRS under Section 501c of the Internal Revenue Code.
 4. The nonprofit sponsor must have financial accountability standards, which permit Manatee County Neighborhood Services Redevelopment and Economic Opportunity Department to account for and audit the SHIP funds.
 5. The Board or Staff of the nonprofit sponsor must have experience with matters related to special needs issues.
 6. The nonprofit sponsor must have in its mission statement, or in its articles of incorporation, a statement that its dedicated purpose is the provision of services with special needs.
 7. Applications from nonprofit sponsors will be evaluated to ensure that the proposal and any subsidy requested will permit Manatee County Neighborhood Services Redevelopment and Economic Opportunity Department to meet the State statutory requirements of the SHIP program relating to beneficiaries and units assisted, and to ensure that the project can be completed by the State statutory deadline for expending SHIP program funds.
 8. Priority consideration may be given to developments located within the Southwest County Improvement District (SWTIF) area; and to individuals who meet the definition of Special Needs as defined in section 420.0004, Florida Statutes.
 9. Rehabilitation repairs must correct substandard conditions and improve the health, safety and welfare of the occupants.
 10. Transitional housing developments ["projects that have as its purpose, facilitating the movement of homeless individuals and families to permanent housing within a reasonable amount of time (usually 24 months)"] must provide housing for special needs population as defined herein, subject to all other provisions of this plan.
 11. Developer/owner receiving assistance must maintain property in compliance with regulations outlined in the Manatee County Land Development Code and other applicable laws.
 12. Nonprofit sponsor must agree to comply with local criteria to ensure that at least thirty (30%) percent of the total funded units set aside for SHIP eligible persons are occupied by very low-income persons.
 13. Nonprofit sponsors must agree to comply with terms of a Land Use and Deed Restriction Agreement to ensure that SHIP assisted units remain affordable for very low-income and low-income persons for at least 15 years or the terms of the

assistance, whichever period is greater. Additionally, rental units assisted with SHIP funds shall be monitored annually by Manatee County for compliance with tenant income requirements and affordability requirements. SHIP assisted rental housing offered for sale prior to the end of the 15 year period 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 recipients {F.S. 420.9075(f), Florida Administrative Code Rule 67-37.007(10)}.

- g. Additional Information: SHIP funds expended on this program may be used as gap financing leveraged with private funds and/or as a match for HOME funds. Other state, federal or local programs which may be used as leverage with SHIP funds under this program include, but not limited to: Low Income Housing Tax Credit, State Apartment Incentive Loan, Community Development Block Grant, HOME Investment Partnership Program, Rural Development Loan, Community Contribution Tax Incentive Program, 203K HUD Renovation Loan, and Weatherization Program.

F. Name of the Strategy: DISASTER RELIEF ASSISTANCE [Code 5]

- a. Summary of the Strategy:

A portion of SHIP funds will be allocated toward assisting households following a disaster as declared by Executive Order by the President of the United States or Governor of the State of Florida. This strategy will only be implemented in the event of a disaster using any funds that have not yet been encumbered or additional disaster funds issued by Florida Housing Finance Corporation. SHIP disaster funds may be used for items such as, but not limited to:

- 1) Purchase of emergency supplies for eligible households to weatherproof damaged homes;
- 2) Interim repairs to avoid further damage; tree and debris removal required to make the individual housing unit habitable;
- 3) Construction of wells or repair of existing wells where public water is not available;
- 4) Payment of insurance deductibles for rehabilitation of homes covered under homeowners insurance policies;
- 5) Security deposit for eligible recipients that have been displaced from their homes due to disaster;
- 6) Rental assistance for the duration of the Executive Order issued by the Florida Office of the Governor, for eligible recipients that have been displaced from their homes due to disaster;
- 7) This assistance may be used in conjunction with other activities approved and stipulated by Manatee County's Local Housing Assistance Plan and by Florida Housing Finance Corporation.

- b. Fiscal Years Covered: 2015-2016, 2016-2017, 2017-2018

- c. Income Categories to be served: Very low, Low and Moderate Income Households.
- d. The maximum award indicated in the Housing Delivery Goals Chart
- e. Terms, Recapture and Default. Assistance through the Disaster Relief Assistance provision will be offered in the form of a grant.
- f. Recipient Selection Criteria:
 1. Residential properties must be owner occupied properties. Residential properties must be owner occupied properties.
 2. Structure must be located within unincorporated Manatee County or City of Palmetto.
 3. Applications will be taken on a first-come, first-eligible basis.
 4. Individuals must have reported their disaster damage and be identified on Manatee County's Human Needs Assessment Incident Category Report.
 5. Applicant must agree to execute all necessary documents.
 6. Structure shall comply with the definition of an affordable unit as defined herein.
 7. Applicant must occupy the assisted unit as their permanent residence⁹ and provide documented evidence in accordance with the State of Florida Homestead Exemption requirement.
 8. Families or individuals receiving assistance must maintain property in compliance with regulations outlined in the Manatee County Land Development Code and other applicable laws.

No assistance will be provided to any property owner who is in arrears in local property taxes or County utility accounts at the time of applying for the assistance.

- g. Additional Information: SHIP funds expended on this program may be used as gap financing leveraged with private funds and/or as a match for HOME funds. Other state, federal or local programs which will be used as leverage with SHIP funds under this program include, but not limited to: Community Development Block Grant, Rural Development Loan, Community Contribution Tax Incentive Program, 203K HUD Renovation Loan, and Weatherization Program.

III. LHAP INCENTIVE STRATEGIES *(Section 420.9071(16), F.S.)*

A. Name of the Strategy: EXPEDITED PERMITTING

The processing of approvals of development orders or permits, as defined in

⁹Permanent residence as stated in 196.012(18) F.S. means that place where a person has his true, fixed and permanent home and principal establishment to which, whenever absent, he has the intention of returning.

s. 163.3164(7) and (8), for affordable housing projects is expedited to a greater degree than other projects.

- a. *Established policy and procedures: Provide Description:*
Manatee County, through its Land Development Code, offers fast tracking for affordable housing developments.
The Manatee County ~~Neighborhood Services~~ Redevelopment and Economic Opportunity Department, the Department responsible for overseeing this effort, has developed an Affordable/Workforce Housing – Rapid Response Program and assembled a “Rapid Response Team” with the cooperation and participation by other state and local reviewing agencies. The Rapid Response Team assists housing developers who wish to participate in the County’s affordable/workforce housing programs through the development and permitting processes.

The Rapid Response team, comprised of Manatee County employees from various departments, local fire districts, and other agencies, has been selected based upon the needs of housing developers and team member abilities as decision makers. The Rapid Response team can assist with expediting development approval, reviews, and permitting for qualified projects while working within the framework of the existing rules and regulations of the State of Florida and Manatee County. In addition, approved, designated affordable housing units may be eligible to receive certain review and permitting fee refunds, along with payment by Manatee County Government of a portion of the impact fees assessed by both the County and the Manatee County School District.

In order to qualify as a Rapid Response Team project, the developer must provide a minimum of ten percent (10%) of the residential units as affordable or workforce housing, as defined by the Manatee County Land Development Code and Local Housing Assistance Plan. The developer will also be required to execute a Land Use Restriction Agreement with Manatee County to ensure the construction of the promised units.

The housing cost reduction associated with this housing incentive is equivalent to a savings in time of approximately 20 working days from that previously required.

B. Name of the Strategy: OVERSIGHT (ONGOING)

The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.

- a. *Established policy and procedures: Provide Description*

The County designates the responsibility of implementing affordable housing efforts to the Department of ~~Neighborhood Services~~

Redevelopment and Economic Opportunity and in so doing, assigns to this Department the responsibility for review and reporting of legislation, policies and procedures that have significant impact on the cost of housing. Legislation is reviewed and acted upon in light of its impact on the cost of housing.

C. Name of the Strategy: LAND BANK INVENTORY

The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

a. *Established policy and procedures: Provide Description:*

Pursuant to the adoption of Resolution R-07-126 on June 19, 2007, as amended by Resolution R-08-152 on June 10, 2008 and subsequently amended by Resolution R-10-110 on June 22, 2010, the County conducted a review and prepared an inventory of County-owned lands suitable for affordable housing.

Any properties adopted by the BOCC shall be conveyed in accordance with statute requirements and County procedures.

D. Name of the Strategy: IMPACT FEE MODIFICATION

The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.

a. *Established policy and procedures: Provide Description:*

Land Development Code 1302.1.3. County Impact Fee Increment. In an effort to minimize the impact on affordable households of increasing impact fees, the County, pursuant to Resolution R-04-67, has elected to pay the increases in county impact fees which were effective after June 18, 2004. All affordable units are eligible to have the County pay this increment. Contact shall be made through the Affordable/Workforce Housing Coordinator.

E. Name of the Strategy: DENSITY BONUS

The allowance of flexibility in densities for affordable housing.

a. *Established policy and procedures: Provide Description:*

Land Development Code 1302.1.8. Density Bonus. Projects with at least twenty-five (25) percent units designated as affordable are eligible to request a density bonus from the Board of County Commissioners. This density bonus may allow the maximum project density to increase to the maximum density in the next highest category on the Future Land Use Map. For example, a project in a Res-3 area would be eligible to request a density bonus to the six (6) dwelling units per acre maximum of Res-6. The density bonus shall

not exceed the Res-16 category.

1302.1.8.1. Density bonuses may be used only within the development creating the bonus units.

1302.1.8.2. In order to receive a density bonus, rezoning to Planned Development zoning will be required. The Board shall consider the density and intensity of surrounding land uses and compatibility with neighboring uses in determining the maximum density to allow. This density may be below the next highest Future Land Use Designation.

In determining the appropriateness of a density bonus, the Board of County Commissioners shall consider all factors associated with the review of a planned development project pursuant to this Code. The Board of County Commissioners shall also consider the impact of the proposed project on the transportation level of service.

Priority shall be given to projects with access to transit and neighborhood commercial nodes.

1302.1.8.3. The applicant shall enter into a land use and deed restriction agreement with the County. The agreement shall provide for the number of units which can be built subject to a density bonus and to ensure that the units are retained as affordable units and/or special needs units, for a period of time to be designated by the Board of County Commissioners. A land trust may be used as a mechanism to retain units as affordable and/or special needs units.

F. Name of the Strategy: DEVELOPMENT SUPPORT

The support of development near transportation hubs and major employment centers and mixed-use developments.

a. *Established policy and procedures: Provide Description:*

Land Development Code 1302.1.8. Density Bonus. Projects with at least twenty-five (25) percent units designated as affordable are eligible to request a density bonus from the Board of County Commissioners. This density bonus may allow the maximum project density to increase to the maximum density in the next highest category on the Future Land Use Map. For example, a project in a Res-3 area would be eligible to request a density bonus to the six (6) dwelling units per acre maximum of Res-6. The density bonus shall not exceed the Res-16 category.

1302.1.8.1. Density bonuses may be used only within the development creating the bonus units.

1302.1.8.2. In order to receive a density bonus, rezoning to Planned Development zoning will be required. The Board shall consider the density and intensity of surrounding land uses and compatibility with neighboring uses in determining the maximum density to allow. This density may be below the next highest Future Land Use Designation.

In determining the appropriateness of a density bonus, the Board of County Commissioners shall consider all factors associated with the review of a planned development project pursuant to this Code. The Board of County Commissioners shall also consider the impact of the proposed project on the transportation level of service.

Priority shall be given to projects with access to transit and neighborhood commercial nodes.

1302.1.8.3. The applicant shall enter into a land use and deed restriction agreement with the County. The agreement shall provide for the number of units which can be built subject to a density bonus and to ensure that the units are retained as affordable units and/or special needs units, for a period of time to be designated by the Board of County Commissioners. A land trust may be used as a mechanism to retain units as affordable and/or special needs units.

IV. EXHIBITS:

A. Administrative Budget for each fiscal year covered in the Plan. Exhibit A.

B. Timeline for Encumbrance and Expenditure: *Chapter 67-37.005(6)(d) and (f) F.A.C.*

A separate timeline for each fiscal year covered in this plan is attached as **Exhibit B.**

Program funds will be encumbered by June 30 one year following the end of the applicable state fiscal year. Program funds will be fully expended within 24 months of the end of the applicable State fiscal year.

C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the Plan: *Chapter 67-37.005*, F.A.C.

Completed HDGC for each fiscal year is attached as **Exhibit C.**

D. Certification Page: *Chapter 67-37.005(7)*, F.A.C.

Signed Certification is attached as **Exhibit D.**

E. Adopting Resolution: *Section 420.9072(2)(b)2*, F.S.

Original signed, dated, witnessed or attested adopting resolution is attached as **Exhibit E.**

F. Program Information Sheet:

Completed program information sheet is attached as **Exhibit F.**

G. Ordinances:

Ordinance 09-091 is attached as **Exhibit G.**

LHAP 2015

Exhibit A

67-37.005(1), F.A.C.

Effective Date: 10/2014

Manatee County Government

Fiscal Year: 2015-2016	
Estimated Allocation for Calculating:	\$ 1,311,777.00
Salaries and Benefits	\$ 121,900.00
Office Supplies and Equipment	\$ 2,478.00
Travel Perdiem Workshops, etc	\$ 800.00
Advertising	\$ 1,000.00
Other: Attorney Fees	\$ 5,000.00
Total	\$ 131,178.00
Fiscal Year: 2016-2017	
Estimated Allocation for Calculating:	\$ 1,311,777.00
Salaries and Benefits	\$ 121,900.00
Office Supplies and Equipment	\$ 2,478.00
Travel Perdiem Workshops, etc	\$ 800.00
Advertising	\$ 1,000.00
Other: Attorney Fees	\$ 5,000.00
Total	\$ 131,178.00
Fiscal Year 2017-2018	
Estimated Allocation for Calculating:	\$ 1,311,777.00
Salaries and Benefits	\$ 121,900.00
Office Supplies and Equipment	\$ 2,478.00
Travel Perdiem Workshops, etc	\$ 800.00
Advertising	\$ 1,000.00
Other: Attorney Fees	\$ 5,000.00
Total	\$ 131,178.00

FLORIDA HOUSING FINANCE CORPORATION												Please check applicable box				
HOUSING DELIVERY GOALS CHART												New Plan:				
2015-2016												Amendment:		✓		
Name of Local Government: Manatee County												Allocation:		\$1,311,777.00		
Strategy #		HOME OWNERSHIP	VLI	Max. SHIP	LI	Max. SHIP	MI	Max. SHIP	A	B	C	D	E	F		
From Plan Text	Code	STRATEGIES (strategy title must be same as the title used in plan text.)	Units	Award	Units	Award	Units	Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without Construction SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units		
A	3	Rehabilitation	2	\$70,000 \$65,000	3	\$70,000 \$65,000		\$45,000		\$380,599.00		\$380,599.00	29.01%	5		
B	4	Reconstruction	1	\$160,000 \$160,000	1	\$160,000 \$160,000			\$300,000.00			\$300,000.00	22.87%	2		
C	2	Downpayment Assistance	2	\$35,000	4	\$30,000	5	\$25,000	\$200,000.00		\$150,000.00	\$350,000.00	26.68%	11		
D	7	Foreclosure Prevention		\$5,000		\$5,000		\$5,000				\$0.00	0.00%	0		
F	5	Disaster Relief Assistance		\$10,000 \$5,000		\$10,000 \$5,000		\$10,000 \$5,000				\$0.00	0.00%	0		
												\$0.00	0.00%	0		
												\$0.00	0.00%	0		
		Subtotal 1 (Home Ownership)	5		8		5		\$500,000.00	\$380,599.00	\$150,000.00	\$1,030,599.00	78.57%	18		
		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		
E	21	Rental Housing Development	1	\$300,000 \$50,000	1	\$300,000 \$50,000			\$50,000.00			\$50,000.00	3.81%	2		
E	14	Rental Housing Development	1	\$300,000 \$50,000	1	\$300,000 \$50,000				\$50,000.00		\$50,000.00	3.81%	2		
F	16	Disaster Relief Assistance		\$50,000		\$50,000						\$0.00	0.00%	0		
												\$0.00	0.00%	0		
												\$0.00	0.00%	0		
		Subtotal 2 (Non-Home Ownership)	2		2		0		\$50,000.00	\$50,000.00	\$0.00	\$100,000.00	7.62%	4		
		Administration Fees										\$131,178.00	10.00%			
		Admin. From Program Income											0.00%			
G		Home Ownership Counseling										\$50,000.00	3.81%			
		GRAND TOTAL														
		Add Subtotals 1 & 2, plus all Admin. & HO Counseling	7		10		5		\$550,000.00	\$430,599.00	\$150,000.00	\$1,311,777.00	100.00%	22		
		Percentage Construction/Rehab	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.										75%			
		Maximum Allowable														
		Purchase Price:														
		Allocation Breakdown	Amount							Projected Program Income:	\$100,000.00	Max Amount Program Income For Adm		\$5,000.00		
		Very-Low Income	\$394,000.00							Projected Recaptured Funds:		*Purchase Price Limits				
		Low Income	\$394,000.00							Distribution:	\$1,311,777.00	Very Low = \$144,000		Exhibit C		
		Moderate Income	\$342,599.00							Total Available Funds:	\$1,411,777.00	Low = \$160,000				
		TOTAL										Moderate = \$178,000				

FLORIDA HOUSING FINANCE CORPORATION											Please check applicable box					
HOUSING DELIVERY GOALS CHART											New Plan:					
2016-2017											Amendment:		✓			
Name of Local Government: Manatee County											Allocation:		\$1,311,777.00			
											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			
3	Rehabilitation	2	\$70,000 \$66000	3	\$70,000 \$66000		\$45,000		\$380,599.00		\$380,599.00	29.01%	5			
4	Reconstruction	1	\$160,000 \$150000	1	\$160,000 \$150000			\$300,000.00			\$300,000.00	22.87%	2			
2	Downpayment Assistance	2	\$35,000	4	\$30,000	5	\$25,000	\$200,000.00		\$150,000.00	\$350,000.00	26.68%	11			
7	Foreclosure Prevention		\$5,000		\$5,000		\$5,000				\$0.00	0.00%	0			
5	Disaster Relief Assistance		\$10,000 \$6000		\$10,000 \$6000		\$10,000 \$6000				\$0.00	0.00%	0			
											\$0.00	0.00%	0			
Subtotal 1 (Home Ownership)		5		8		5		\$500,000.00	\$380,599.00	\$150,000.00	\$1,030,599.00	78.57%	18			
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			
21	Rental Housing Development	1	\$300,000 \$60000	1	\$300,000 \$60000			\$50,000.00			\$50,000.00	3.81%	2			
14	Rental Housing Development	1	\$300,000 \$60000	1	\$300,000 \$60000				\$50,000.00		\$50,000.00	3.81%	2			
16	Disaster Relief Assistance		\$50,000		\$50,000						\$0.00	0.00%	0			
											\$0.00	0.00%	0			
Subtotal 2 (Non-Home Ownersh		2		2		0		\$50,000.00	\$50,000.00	\$0.00	\$100,000.00	7.62%	4			
Administration Fees											\$131,178.00	10.00%				
Admin. From Program Income												0.00%				
Home Ownership Counseling											\$50,000.00	3.81%				
GRAND TOTAL																
Add Subtotals 1 & 2, plus all Admin. & HO Counseling		7		10		5		\$550,000.00	\$430,599.00	\$150,000.00	\$1,311,777.00	100.00%	22			
Percentage Construction/Rehab		Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.									75%					
Maximum Allowable																
Purchase Price:								New	Existing							
Allocation Breakdown		Amount		%		Projected Program Income:		\$100,000.00	Max Amount Program Income For Admi		\$5,000.00					
Vary-Low Income		\$394,000.00		30.0%		Projected Recaptured Funds:			*Purchase Price Limits							
Low Income		\$394,000.00		30.0%		Distribution:		\$1,311,777.00	Very Low = \$144,000		Exhibit C					
Moderate Income		\$342,599.00		26.1%		Total Available Funds:		\$1,411,777.00	Low = \$160,000							
TOTAL				86.2%					Moderate = \$176,000							

FLORIDA HOUSING FINANCE CORPORATION											Please check applicable box					
HOUSING DELIVERY GOALS CHART											New Plan:					
2017-2018											Amendment:		✓			
Name of Local Government: Manatee County											Allocation:		\$1,311,777.00	Fiscal Yr. Closeout:		
											A	B	C	D	E	F
HOME OWNERSHIP											New Construction	Rehab/Repair	Without Construction	Total	Total	Total
Code	STRATEGIES (strategy title must be same as the title used in plan text.)	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	MI Units	Max. SHIP Award	SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units			
3	Rehabilitation	2	\$70,000 \$65000	3	\$70,000 \$65000		\$45,000		\$380,599.00		\$380,599.00	29.01%	5			
4	Reconstruction	1	\$160,000 \$150000	1	\$160,000 \$150000			\$300,000.00			\$300,000.00	22.87%	2			
2	Downpayment Assistance	2	\$35,000	4	\$30,000	5	\$25,000	\$200,000.00		\$150,000.00	\$350,000.00	26.68%	11			
7	Foreclosure Prevention		\$5,000		\$5,000		\$5,000				\$0.00	0.00%	0			
5	Disaster Relief Assistance		\$10,000 \$5000		\$10,000 \$5000		\$5,000				\$0.00	0.00%	0			
Subtotal 1 (Home Ownership)		5		8		5		\$500,000.00	\$380,599.00	\$150,000.00	\$1,030,599.00	78.57%	18			
RENTAL											New Construction	Rehab/Repair	Without Construction	Total	Total	Total
STRATEGIES											SHIP Dollars	SHIP Dollars	SHIP Dollars	SHIP Dollars	Percentage	Units
21	Rental Housing Development	1	\$300,000 \$50000	1	\$300,000 \$50000			\$50,000.00			\$50,000.00	3.81%	2			
14	Rental Housing Development	1	\$300,000 \$50000	1	\$300,000 \$50000				\$50,000.00		\$50,000.00	3.81%	2			
16	Disaster Relief Assistance		\$50,000		\$50,000						\$0.00	0.00%	0			
Subtotal 2 (Non-Home Ownership)		2		2		0		\$50,000.00	\$50,000.00	\$0.00	\$100,000.00	7.62%	4			
Administration Fees											\$131,178.00	10.00%				
Admin. From Program Income												0.00%				
Home Ownership Counseling											\$50,000.00	3.81%				
GRAND TOTAL																
Add Subtotals 1 & 2, plus all Admin. & HO Counseling		7		10		5		\$550,000.00	\$430,599.00	\$150,000.00	\$1,311,777.00	100.00%	22			
Percentage Construction/Rehab		Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.									75%					
Maximum Allowable Purchase Price:								New	.	Existing	.					
Allocation Breakdown		Amount		%		Projected Program Income:		\$100,000.00	Max Amount Program Income For A		\$5,000.00					
Very-Low Income		\$394,000.00		30.0%		Projected Recaptured Funds:			*Purchase Price Limits							
Low Income		\$394,000.00		30.0%		Distribution:		\$1,311,777.00	Very Low = \$144,000		Exhibit C					
Moderate Income		\$342,599.00		26.1%		Total Available Funds:		\$1,411,777.00	Low = \$160,000							
TOTAL				86.2%					Moderate = \$176,000							

**CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION**

Local Government: Manatee County

- (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 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

Witness

By Betsy Benac
Chief Elected Official or designee

Betsy Benac, Chairman
Manatee County Board of County Commissioners
Type Name and Title

April 21, 2015
Date

OR

By R. B. Shore Deputy Clerk
Attest: R.B. Shore, Clerk
(Seal)

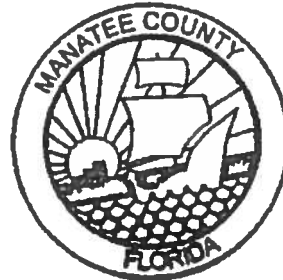


Exhibit E

Adopting Resolutions

RESOLUTION R-18-181

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, AMENDING RESOLUTION R-15-043 TO PROVIDE FOR REVISIONS TO THE LOCAL HOUSING ASSISTANCE PLAN (2015-2018).

WHEREAS, on April 21, 2015, the Board of County Commissioners approved Resolution R-15-043 providing for adoption of a Local Housing Assistance Plan (2015-2018); and

WHEREAS, on April 29, 2015, staff transmitted the plan to the Florida Housing Finance Corporation (FHFC) for review and approval; and

WHEREAS, on May 21, 2015, Florida Housing Finance Corporation Review Committee approved Manatee County's Local Housing Assistance Plan (2015-2018) subject to the completion of minor technical revisions to the plan; and

WHEREAS, staff incorporated the minor technical revisions requested by FHFC and forwarded the final plan to the state as requested; and

WHEREAS, staff has identified additional revisions that need to be incorporated to ensure consistency in program administration with strikethrough (-) for deletions and double underline () for additions;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners that:

1. Resolution R-15-043 is hereby amended to provide for adoption of Resolution R-18-181 to the Local Housing Assistance Plan (2015-2018) as attached hereto.
2. The Board of County Commissioners of Manatee County shall reserve the right to adopt additional rules, policies and procedures that are consistent with the provisions of Section 420.907 et seq, Florida Statutes and the provisions of Chapter 67-37, Florida Administrative Code as well as any other applicable laws, codes or rules.

ADOPTED with a quorum present and voting this 27th day of November, 2018.

**BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA**

By: _____
Chairman

**ATTEST: ANGELINA COLONNESO,
CLERK OF THE CIRCUIT COURT
AND COMPTROLLER**

By: _____

RESOLUTION R-15-043

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, 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 CHAIRMAN 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; AND 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 (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 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 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., it is found 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% 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 \$350,000 may use up to 10 percent of program income for administrative costs.

WHEREAS, the Department of Neighborhood Services has prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

WHEREAS, the Board of County Commissioners finds that it is in the best interest of the public for Manatee County Government to submit the Local Housing Assistance Plan for review and approval so as to qualify for said documentary stamp tax funds; and

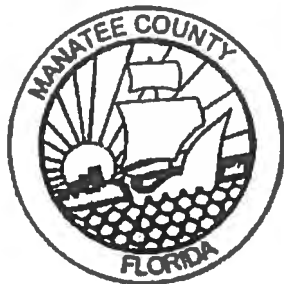
NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA that:

Section 1: The Board of County Commissioners of Manatee County 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 fiscal years 2015-2016, 2016-2017, 2017-2018.

Section 2: The Chairman or designee, 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 its adoption.

PASSED AND DULY ADOPTED with a quorum present and voting this 21st day of April, 2015.




BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA

By 
Chairman

ATTEST: R.B. SHORE, CLERK OF THE CIRCUIT COURT

By 
Deputy Clerk



STATE OF FLORIDA, COUNTY OF MANATEE
This is to certify that the foregoing is a true and correct copy of the documents on file in my office.
Witness my hand and official seal this 22nd day of April, 2015
R.B. SHORE
Clerk of Circuit Court
By  D.C.

STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM
PROGRAM INFORMATION SHEET

The following information must be furnished to the Corporation before any funds can be disbursed.

Local Government	Manatee County
Chief Elected Official	Betsy Benac, Chairman <u>Priscilla Trace</u> , Manatee County Board of County Commissioners
Address	1112 Manatee Avenue West, Bradenton, <u>Ste.</u> 300, Florida 34205
SHIP Administrator	Denise L. Thomas
Address	1112 Manatee Avenue West, Bradenton, <u>Ste.</u> 300, Florida 34205
Telephone	(941) 749-3029
EMAIL	<u>denise.thomas@mymanatee.org</u>
Alternate SHIP Contact	Cheri R. Coryea <u>Geraldine C. Lopez</u>
Telephone	(941) 749-3029
EMAIL	<u>cheri.coryea@mymanatee.org</u> <u>geri.lopez@mymanatee.org</u>
Local Government Employer Federal ID #	59-6000727
Other Information	Mail Disbursement to: Manatee County Clerk of Circuit Court P.O. Box 1000, Bradenton, Florida 34206

Please attach this form as Exhibit F and submit along with your completed LHAP.

FILED OF RECORD
R. B. SHORE

ORDINANCE NO. 08-44

2008 MAY 5

CERT.

MANATEE COUNTY FLORIDA

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, REGARDING THE AFFORDABLE HOUSING ADVISORY COMMITTEE; SETTING FORTH FINDINGS; AMENDING AND RESTATING IN ITS ENTIRETY ARTICLE IV OF CHAPTER 2-17 OF THE MANATEE COUNTY CODE OF ORDINANCES; REVISING THE PROVISIONS RELATED TO THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM AS REQUIRED BY AND TO CONFORM TO FLORIDA STATUTE; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Manatee County Clerk
TALLAHASSEE, FLORIDA

2008 APR 29 4:15 PM

2008 APR 29 4:15 PM

BE IT ORDAINED by the Board of County Commissioners of Manatee County, Florida:

SECTION 1. Legislative Findings. The Board of County Commissioners hereby adopts the following findings:

- A. On March 30, 1993, the Board of County Commissioners (the "Board") adopted Ordinance No. 93-22, which was codified as Article IV of Chapter 2-17 of the Manatee County Code of Laws, and which implemented the provisions of Part VII of Chapter 420, Florida Statutes. On August 26, 1993, the Board adopted Ordinance No. 93-44, adopting minor textual amendments to Ordinance No. 93-22. No other ordinances have been adopted by the Board related to the SHIP Program.
- B. In the time since the adoption of the 1993 ordinances, the Florida legislature has enacted numerous amendments to Part VII of Chapter 420, Florida Statutes. Additionally, the Florida Housing Finance Corporation has promulgated administrative rules for the implementation of the statutory provisions.
- C. The adoption of this ordinance conforms the County's Code of Ordinances to that amended statute and those administrative regulations.

SECTION 2. Amendment of the Code of Ordinances. Article IV of Chapter 2-17 of the Manatee County Code of Ordinances is amended and restated in its entirety to read as follows:

Article IV. State Housing Initiative Partnership Program

Sec. 2-17-71. Manatee County SHIP Program.

- (a) Intent. The local housing assistance program is intended to:

- (1) Increase the availability of affordable housing units by combining local resources and cost-saving measures into a local housing partnership and using private and public funds to reduce the cost of housing;
- (2) Assist in achieving the growth management goals contained in the comprehensive plan by allowing more efficient use of land so as to provide housing units that are affordable to persons who have very low-income, low-income, moderate-income, or special housing needs;
- (3) Promote innovative design of eligible housing that provides cost savings; flexible design options for housing and development such as the combination of architectural styles, building forms, and development requirements; and positive features such as orientation toward the street and pedestrian access, without compromising the quality of the eligible housing; and
- (4) To build the organizational and technical capacity of community-based organizations so as to optimize the role of such organizations in the production of affordable housing.

(b) Construction. For purposes of this article, Part VII of Chapter 420, Florida Statutes, and Rule Chapter 67-37, Florida Administrative Code, as such statute or rule may be amended or renumbered from time to time, shall be referred to collectively as the "SHIP Act and Rules". This article and all provisions hereto are intended to implement, and shall be construed in accordance with, said SHIP Act and Rules.

(c) Establishment of the local housing assistance program. The local housing assistance program is hereby created and established. In accordance with the SHIP Act and Rules, the funds shall be allocated for the following purposes:

- (1) Homeownership activities, include without implied limitation acquisition of improved or unimproved sites; down payment assistance; new construction of owner occupied single-family residents; rehabilitation of owner occupied single-family residence; emergency repairs of owner occupied single-family residences; provision of mortgage financing assistance; provision for relief of county mandated impact or facilities investment fees; and provision of "local match" required under the HOME Investment Partnership Program or other federal or similar state sponsored programs.
- (2) Other affordable housing activities, including without implied limitation the acquisition of improved sites; the construction of new investor-owned affordable housing; the rehabilitation of investor-

owned affordable housing; and the provision of "local match" funds under the State Apartment Incentive Loan (SAIL) Program or other similar federal or state program.

(3) County's administrative expenses.

(d) Creation of the local housing assistance trust fund. In accordance with and pursuant to the SHIP Act and Rules, the Manatee County Local Housing Assistance Trust Fund is hereby created and established.

(e) Adoption of the local housing assistance plan. The board of county commissioners shall adopt, and as necessary amend, by resolution a local housing assistance plan that meets all applicable requirements of the SHIP Act and Rules, including without implied limitation Section 420.9071(14), Florida Statutes. Such plan shall be implemented through a local housing partnership, in accordance with the SHIP Act and Rules, including without implied limitation Section 420.9071(18), Florida Statutes, and through such other means as are appropriate and available.

(f) Designation of responsibility for administration of the local housing assistance program. The county administrator or his designee shall administer the local housing assistance program. A full-time county employee shall be designated whose responsibilities shall include:

- (1) Working with the local housing partnership to monitor the success of the local housing assistance program, and provide advice and suggestions as to whether and in what ways the local housing assistance program might be improved from year to year.
- (2) Working with the local housing partnership participants to coordinate local programs (including community loan funds, inclusionary housing programs, and linkage programs) with state programs (including the Housing Predevelopment Trust Fund, Homeownership Assistance Program (HAP), Single-Family Mortgage Revenue Bond (MRB) Program, and State Apartment Incentive Loan (SAIL) Program) and federal programs (including the Community Development Block Grant (CDBG) Program, Home Investment Partnership Program (HOME), Low-Income Rental Housing Tax Credit (LIHTC) Program, and Section 8 Rental Assistance) so as to maximize the production of eligible housing through the local housing assistance program.

(g) Establishment of the affordable housing advisory committee. The affordable housing advisory committee is hereby established pursuant to, and is directed to undertake and fulfill all obligations imposed by, the SHIP Act and Rules.

- (1) This committee shall be advisory only and may be abolished, disbanded, or reorganized at any time by the board in accordance with statutory requirements and pursuant to an amendment to this ordinance.
- (2) The board of county commissioners shall appoint members to the affordable housing advisory committee by resolution. The resolution appointing the members shall provide for the initial and regular terms of office of each member such that expiration of terms shall be staggered.
- (3) Open positions for members of the advisory committee shall be advertised. Applicants for such positions shall follow the procedures set by the board regarding advisory board applications and shall assure the board of the lack of conflicts and potential conflicts of interest.
- (4) The affordable housing advisory committee shall follow the meeting procedures adopted by the board of county commissioners. Unless a quorum is present, the committee shall not take formal action but may meet to hear presentations. Meetings shall be scheduled in the discretion of the committee or at the request of the board of county commissioners or the county administrator, provided that the committee shall meet at least as frequently as required pursuant to the SHIP Act and Rules.
- (5) Staff, administrative, and facility support for the affordable housing advisory committee shall be provided by a county department designated by the county administrator, provided that such department shall have authority to administer local planning or housing programs. The Clerk of Circuit Court shall serve as Clerk to the Affordable Housing Advisory Committee as it serves as Clerk to the Manatee County Board of County Commissioners. The county attorney will provide all legal services to the affordable housing advisory committee but only as specifically directed, from time to time, by the board; provided, however, the county attorney shall not be required to undertake or continue representation of the committee where to do so would, in the opinion of the attorney, conflict with his representation of the board of county commissioners or constitute a violation of the Rules Regulating the Florida Bar.
- (6) A member of the affordable housing advisory committee may resign at will or be removed at any time by the board of county commissioners. Should any member of the advisory committee

resign or be removed before completion of his/her term, the board shall appoint a new member for the remainder of such member's term following the procedure included in subparagraphs (2) and (3) above.

(h) Adoption of the affordable housing incentive plan. Within ninety (90) days after receipt of the affordable housing incentive recommendations from the affordable housing advisory committee, the board of county commissioners shall adopt the affordable housing incentive plan.

SECTION 3. Codification. The publisher of the County's Code of Laws, the Municipal Code Corporation, is directed to incorporate the amendments included in Section 2 above into the Code of Ordinances.

SECTION 4. Severability. If any section, sentence, clause, or other provision of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such section, sentence, clause, or provision shall be deemed severable, and such invalidity or unconstitutionality shall not be construed as to render invalid or unconstitutional the remaining sections, sentences, clauses, or provisions of this Ordinance.

SECTION 5. Effective Date. This Ordinance shall become effective immediately upon filing in the Office of the Secretary of State in Tallahassee, Florida.

PASSED AND DULY ADOPTED, with a quorum present and voting, by the Board of County Commissioners of Manatee County, Florida, this the 22ND day of APRIL, 2008.

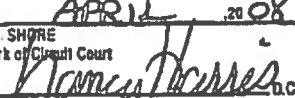
**BOARD OF COUNTY COMMISSIONERS OF
MANATEE COUNTY, FLORIDA**

By: 
Jane von Hahmann, Chairman

**ATTEST: R.B. SHORE
Clerk of the Circuit Court**

By: 
Deputy Clerk



STATE OF FLORIDA, COUNTY OF MANATEE
I do hereby certify that the foregoing is a true and correct copy of the documents on file in my office.
Witness my hand and official seal this 22ND day of APRIL, 2008
R. D. SHORE
Clerk of Circuit Court
By:  D.C.

FILED FOR RECORD
R. B. SHORE



2008 MAY -5 AM 9:40

FLORIDA DEPARTMENT of STATE

CLERK OF CIRCUIT COURT
CHARLIE CRIST GOVERNOR
MINISTER OF FLORIDA STATE LIBRARY AND ARCHIVES OF FLORIDA

KURT S. BROWNING
Secretary of State

April 28, 2008

Honorable R. B. "Chips" Shore
Clerk of Circuit Court
Manatee County
Post Office Box 25400
Bradenton, Florida 34206

Attention: Ms. Vicki Jarratt

Dear Mr. Shore:

Pursuant to the provisions of Section 125.66, Florida Statutes, this will acknowledge receipt of your letter dated April 23, 2008 and certified copy of Manatee County Ordinance No. 08-44, which was filed in this office on April 28, 2008.

As requested, one date stamped copy of each is being returned for your records.

Sincerely,

Liz Cloud
Program Administrator

LC/srd
Enclosure

DIRECTOR'S OFFICE

R.A. Gray Building • 500 South Bronough Street • Tallahassee, Florida 32399-0250
850.245.6600 • FAX: 850.245.6735 • TDD: 850.922.4085 • <http://dls.doc.state.fl.us>

COMMUNITY DEVELOPMENT
850.245.6600 • FAX: 850.245.6643

STATE LIBRARY OF FLORIDA
850.245.6600 • FAX: 850.245.6744

STATE ARCHIVES OF FLORIDA
850.245.6700 • FAX: 850.488.4894

LEGISLATIVE LIBRARY SERVICE
850.488.2812 • FAX: 850.488.9879

RECORDS MANAGEMENT SERVICES
850.245.6750 • FAX: 850.245.6795

ADMINISTRATIVE CODE AND WEEKLY
850.245.6270 • FAX: 850.245.6282

November 27, 2018 - Regular Meeting
Agenda Item #67

Approved in Open Session 11/27/18
Manatee County
Board of County Commissioners

Subject

Amendment of 2015-2018 Local Housing Assistance Plan

Briefings

None

Contact and/or Presenter Information

Geraldine C. Lopez/Ext. 3937

Denise L. Thomas/Ext. 3474

Action Requested

Adoption of Resolution R-18-181, amending Resolution R-15-043, providing for revisions to Manatee County's FY 2015-2018 Local Housing Assistance Plan for the State Housing Initiative Partnership (SHIP) program.

Enabling/Regulating Authority

Comprehensive Plan 6.1.1-6.1.5 - Housing Element Goals and Objectives

Ordinance 08-44 - State Housing Initiative Partnership (SHIP) Program

Florida State Statute 420.9072(3)(c) - State Housing Initiative Partnership Program

Administrative Rule 67-37.006 - Review of Local Housing Assistance Plans and Amendments

Resolution R-15-043 - Adoption of FY 2015-2018 Local Housing Assistance Plan

Background Discussion

On April 21, 2015, the Board of County Commissioners approved Resolution R-15-143 providing for the adoption of a Local Housing Assistance Plan (2015-2018).

On April 29, 2015, staff transmitted the plan to the Florida Housing Finance Corporation (FHFC) for review and approval.

On May 21, 2015, Florida Housing Finance Corporation Review Committee approved Manatee County's Local Housing Assistance Plan (2015-2018) subject to the incorporation of minor technical revisions to the plan.

Staff revised the plan to incorporate the minor technical revisions and forwarded the final plan to the State as

requested.

During the course of the past year, construction costs have increased requiring staff to reevaluate the maximum award required to rehabilitate and replace existing housing to meet current building codes.

Also, with the approval of the 2018-2021 Local Housing Assistance Plan (LHAP) and to establish consistency in the 2015-2018 LHAP program requirements with the 2018-2021 LHAP, further revisions to the 2015-2018 LHAP were required.

Adoption of Resolution R-18-181 will provide for an increase in the maximum awards and incorporate the required provisions to create consistency between the 2015-2018 LHAP and the 2018-2021 LHAP for program implementation.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

Please provide one certified copy of Resolution R-18-181 to Denise L. Thomas, ext. 3474
(denise.thomas@mymanatee.org). **Also sent to: D. Bassett & L. Stephens 11/29/18 RT**

Cost and Funds Source Account Number and Name

None

Amount and Frequency of Recurring Costs

None

Attachment: [R-18-181 - Amend 2015-2018 LHAP.pdf](#)

Attachment: [Manatee County 2015-2018 Revised LHAP-Nov 2018.pdf](#)