AFFORDABLE HOUSING ADVISORY BOARD
Monday, March 9, 2020 –9:00 A.M.
COUNTY CENTER – 26th Floor – Conference Room B

AGENDA

I. Call Meeting to Order

II. Welcome & Introductions

III. Public Comments (15 Minutes total)

IV. Approval of Minutes (02.10.2020, 02.13.2020)

V. Chairman’s Report
   a. Land Trust Presentation-Ashon Nesbitt, Florida Housing Coalition
   b. Subcommittee-Foreclosure and Subordination Policy Update
   c. Legislative Update

VI. Director’s Report
   a. Community Partner Highlight
      i. Centre for Women - Ann Madsen, Executive Director
   b. Affordable Housing Services Updates
      i. Contracts Division-Layla Hartz, Interim Contracts Services Manager
   c. Federal/State/Local Grant Updates
      i. FHL Bank Atlanta Funding
   d. Monthly Newsletter
   e. *Board of County Commissioners Actions

VII. Future Business Items
VIII. Adjourn

Note: *The next meeting is scheduled for April 13, 2020.*
Hillsborough County
Affordable Housing Advisory Board (AHAB)
2020 Meeting Dates

The following are the meeting dates for 2020, as approved at the December 2, 2019 Board Meeting. All meetings begin at 9:00 am.

Monday, January 13, 2020
Monday, February 10, 2020
Monday, March 9, 2020
Monday, April 13, 2020
Monday, May 11, 2020
Monday, June 8, 2020
Monday, July 13, 2020
Monday, August 10, 2020
Monday, September 14, 2020
Monday, October 12, 2020
Monday, November 9, 2020
Monday, December 14, 2020

*Dates are subject to approval by AHAB and to venue availability*
Meeting Minutes
On Monday, February 10, 2020, the Hillsborough County Affordable Housing Advisory Board (AHAB) met at 601 E. Kennedy Blvd., 26th Floor, Conference Room B.

Members in Attendance: Kimberly Overman; Marc Rosenwasser; Cheri Donohue; Cody Powell; Sarah Combs; Elizabeth Strom.

County Staff Present: Nancy Takemori, Assistant County Attorney; Cheryl Howell, Director, Affordable Housing Services; Willette Hollinger, Planning Division Manager; Michelle Boone, Compliance and Monitoring Manager; Natasha McDonald, Administrative Specialist

Welcome and Introductions: Chairman Overman called the meeting to order at 9:03 AM.

Public Comments:

Shawn Wilson, Blue Sky Communities, 5300 West Cypress St. I wanted to give an update on what’s happening in Tallahassee right now that relates to Hillsborough County. There was a 9% tax credit round in the fall. There was also a SAIL/4% tax credit round in the fall. The SAIL is the state’s part of the Sadowski funding that doesn’t come to the County in the form of SHIP. In the 9% round, there were two applications. One was two hundred units in Brandon, new construction. The other one which is 102 units is in East Tampa. That’s also new construction that’s geared towards elderly. It looks right now like the East Tampa application is going to get approved. In the SAIL/4% there were four applications. Blue Sky and UACDC submitted Uptown Sky which is on Fletcher. Southport submitted one that was in Brandon. THA submitted one that was in West River and the same Brandon one that submitted the 9% application they sort of reconstituted their project and made it 230 units and it looks like that’s the one that’s going to get funded. That one is going to skew a little bit more towards slightly higher AMI than the one in East Tampa. If that all plays out, that would be 332 units of rental tax credit housing that would start construction at some point next year. On the session side of things, the governor came out for full funding of the Sadowski, that’s $387 million. The Senate came out for full funding of the $387 million. The House came out with the 62% sweep so they would sweep roughly 200 million. The biggest bang for our buck that we can get is calling our local Republican State House members.

Approval of Minutes: Vice Chairman Rosenwasser made a motion to approve the minutes from December 2, 2019, January 13, 2020 and January 16, 2020. The motion was seconded by Cody Powell. The motion was approved unanimously.

Chairman’s Report:

Chairman Overman discussed the subcommittee for the foreclosure and subordination policy. The subcommittee met on January 16th. There were additional questions and work to be done on the policy. Another meeting has been scheduled for Thursday, February 13th at 3:00 pm at the County Center on the 16th floor, Conference Room A. Members from the board were invited to attend.

Chairman Overman then discussed the bylaws. The bylaws have been updated with the assistance of Nancy Takemori to reflect the new membership of the board. The composition has also been updated in line with the resolution passed in September 18, 2019 that modifies the Affordable Housing Advisory Board membership, clarifies the absenteeism policy, and adds new duties pursuant to the Hope Affordable Housing Act. Marc Rosenwasser made the motion to approve the bylaws which was seconded by Sarah Combs. The bylaws were approved unanimously.

Ms. Howell discussed the HOPE Biennial Plan. The plan was approved by the Board of County Commissioners in its original state. 10% was set aside for workforce housing. Over 85% of the funds
will be used for low and very low median family incomes. Chairman Overman read a memo from Ronald Barton, Assistant County Administrator for Economic Prosperity regarding the local affordable housing biennial plan. In his memo Mr. Barton advised the BOCC to use a small portion of the HOPE funds for incomes at or below 100% AMI.

Chairman Overman went to Tallahassee for Hillsborough Day with her legislative aide, Lisa Montelione. She was able to speak with 15 legislators on affordable housing, transit, human trafficking and juvenile justice. She spoke to legislators working on the bills to protect the Sadowski Trust and also those that weren’t sponsoring bills but have a vote in the House and the Senate. The Senate and Governor DeSantis seek to fully fund Sadowski at the $387 million including $267 million for the State House Initiatives or SHIP program, and $120 million for the affordable housing apartments program. However, the House continues to sweep and looks to shift $240 million to use elsewhere, earmarking $147 million for affordable housing programs, 73 million for SHIP, 48 million for affordable housing apartments and 25 million for affordable housing in hurricane damage counties. She asked for everyone to contact all of the House of Representatives to share advocacy of the importance of investing in our housing stock. She met with Senator Lauren Book, Representative Sprowls, Representative Lawrence McClure, Representative Mike Beltran, Senator Hutson, Senator Rouson, Representative Driscoll, Trumbull, and Senator Lee. Ms. Burton stated she will be going to Tallahassee Tuesday with about 800 impacted residents and requested the list of people they should visit. Chairman Overman will have Ms. Montelione provide the list. Ms. Nieves added that she was just in Tallahassee for the Great American Realtor Days as a member of the Realtor Party to advocate for property rights and affordable housing. They visited as many representatives and senators as they could asked what they could do for them. The legislators said to show up, call, write, and let them know what’s important to them.

Chairman Overman announced that she and Mayor Castor will be doing a press conference on their commitment for affordable housing at the West River Redevelopment Site on Wednesday, February 12th at 10:00 am.

**Director’s Report:** Ms. Howell introduced the speaker for the community partner highlight, Finn Kavanagh Executive Director of Self Reliance. Self-Reliance is a non-profit organization that promotes the interest of people with disabilities to live as independently as they possibly can. He provided the board with some information about the organization and gave a brief overview of their services. They primarily receive SHIP funding to modify homes to help people to overcome barriers such as building ramps, widening doors, or redesigning a bathroom.

Ms. Howell briefly discussed the recently approved BOCC agenda items. Michelle Boone presented the updates from the Monitoring and Compliance Division. Currently there are 60 open projects. Her team is currently doing desk audits on over 50 multifamily properties. One land use restriction has been released. There will some more as these projects were done in the 90s but it does mean those properties cannot remain affordable. Ms. Combs stated that they need to think about how to keep the stock that they have as these dates hit. Ms. Howell explained most of these properties were funded in the early 90s and there was more funding then. They didn’t anticipate the sweep of Sadowski funds for more than a decade. Preservation is something that must be done.

Chairman Overman added they are working with the Florida Housing Coalition and their legal team to look at programs that allow for affordability for perpetuity rather than just the 20 or 30 year arrangements. She and staff are looking at where there are properties where those contracts are expiring and possibly speaking with the owners prior to having it sold to maintain the housing. She asked for Ms. Boone to provide an end date of the projects currently being monitored and how many units would be lost when those dates occur and provide to the committee. For the next meeting, in lieu of a partner spotlight, she asked if someone could come talk about the financing that it takes to make a deal work. Ms. Burton stated recently at the Tampa City Council, a group presented a regional report showing comparable cities, incomes, population and where Tampa Bay area ranked. She would love for that group to give a presentation to the board. Chairman Overman stated Hillsborough County’s numbers are better than the metropolitan area and has asked the researchers to pull data for Hillsborough only.
Future Business:

Mayor Lott discussed the option of financial institutions funding the land and the property with a 30 year note but ownership is through the municipality.

Adjournment: Chairman Overman motioned adjourned the meeting at 10:41 am.

The Affordable Housing Advisory Board adopts the meeting recap as an accurate summary and is adopted into its records as attested by:

____________________________                    ____________
On Thursday, January 16, 2020, the Hillsborough County Affordable Housing Advisory Board (AHAB) met at 601 E. Kennedy Blvd., 26th Floor, Conference Room B at 2:00 pm.

**Members in Attendance:** Kimberly Overman; Marc Rosenwasser; David Hollis.

**County Staff Present:** Nancy Takemori, Assistant County Attorney; Michelle Boone, Monitoring and Compliance Division Manager; Natasha McDonald, Administrative Specialist

**Affordable Housing Policy:**

Chairman Overman had the policy on loan subordination, refinancing, and restructuring reviewed by Bonnie Wise and her staff to determine the financial impact. Nancy Takemori stated she removed loan forgiveness from the policy. Loan forgiveness is less likely to happen and would go through the BOCC for approval as an agenda item for discussion. There was discussion whether AHAB should review the impact prior to these actions going before the board.

Vice Chairman Rosenwasser suggested adding loan forgiveness back to the policy. Ms. Takemori will draft some language to add loan forgiveness.

David Hollis recommended a subcommittee to review each subordination and restructuring case before going to the BOCC. The subcommittee members would need to have knowledge and experience with banking and mortgages. Chairman Overman would like to see agenda items in the board packet before they go to the BOCC. There was discussion about the benefits and challenges implementing this change. No final decision was made on having a subcommittee to review the agenda items.

Nancy will make the language in the policy broader and send to the subcommittee and then have sent to the board. Another meeting will be scheduled to discuss the policy further.

The Affordable Housing Advisory Board adopts the meeting recap as an accurate summary and is adopted into its records as attested by:

_________________________________________  _________________________
Chairman Date
Director’s Report
Monitoring and Compliance

All Projects are monitored annually throughout the affordability period established at the time of funding. The chart below reflects projects funded from 1996-2019 still within the affordability period. Affordability periods range from 5 -40 years depending on the program funding and requirements.

<table>
<thead>
<tr>
<th>Projects Monitored Annually</th>
<th># Properties</th>
<th>Funding Invested (Local, State and Federal) 1996-2019</th>
<th>Total Units</th>
<th>Set Aside Units Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi-Family</td>
<td>66</td>
<td>$75,027,364</td>
<td>6303</td>
<td>2912</td>
</tr>
<tr>
<td>Public Facilities</td>
<td>44</td>
<td>$17,900,000</td>
<td>44</td>
<td>44</td>
</tr>
<tr>
<td>Public Service</td>
<td>6</td>
<td>$479,564</td>
<td>Agencies</td>
<td>Service Agencies</td>
</tr>
<tr>
<td>THHI – CDBG</td>
<td>3</td>
<td>$505,766</td>
<td>Agencies</td>
<td>Homeless Services</td>
</tr>
<tr>
<td>THHI – HESG</td>
<td>6</td>
<td>$535,449</td>
<td>Agencies</td>
<td>Homeless Services</td>
</tr>
</tbody>
</table>

For the period of February to date, the compliance team is completing desk audits for all multi-family properties and all single family rehab/construction agencies.

We are working continuously with the Public Service Agencies and THHI to provide ongoing technical assistance for any expenditure and performance measure issues. New funding agreements are in place for the FY2020 year.
**Planning and Reporting Division**

Currently we have 5 Request for Proposals (RFP).

1. CDBG Public Services
2. CDBG Public Facilities
3. Owner Occupied Rehab
4. Multi-Family Development
5. HOME / CHDO Qualifications and Projects

Publication Dates are 2/21 – 3/16.
Contracts Division

All Affordable Housing, Public Facility, Infrastructure and Public Improvement Construction Projects are managed through the Contracts Division. The chart below reflects all of the current open projects by type funded with CDBG, HOME, SHIP and Local funds.

<table>
<thead>
<tr>
<th>Projects Monitored Annually</th>
<th># Projects (43)</th>
<th>Funding Invested (Local, State and Federal)</th>
<th>Total Units/Properties or Agencies</th>
<th>Types of Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG Public Facilities</td>
<td>20</td>
<td>$8,753,155</td>
<td>13</td>
<td>Facilities</td>
</tr>
<tr>
<td>CDBG Owner Rehabilitation</td>
<td>1</td>
<td>$512,500</td>
<td>9</td>
<td>Single Family</td>
</tr>
<tr>
<td>CDBG MF Rehabilitation</td>
<td>3</td>
<td>$1,256,232</td>
<td>150</td>
<td>Multi-Family Rental</td>
</tr>
<tr>
<td>CDBG Temple Terrace and Plant City</td>
<td>6</td>
<td>$1,844,203</td>
<td>2</td>
<td>Urban County Partner - Infrastructure</td>
</tr>
<tr>
<td>HOME – Land Acquisition</td>
<td>3</td>
<td>$640,000</td>
<td>20</td>
<td>Single Family Construction</td>
</tr>
<tr>
<td>HOME – SF New Construction</td>
<td>1</td>
<td>$400,000</td>
<td>5</td>
<td>Single Family Construction</td>
</tr>
<tr>
<td>HOME - MF New Construction</td>
<td>1</td>
<td>$1,914,136</td>
<td>12</td>
<td>Multi-Family Rental</td>
</tr>
<tr>
<td>SHIP – Down Payment Asst</td>
<td>1</td>
<td>$300,000</td>
<td>20</td>
<td>Single Family</td>
</tr>
<tr>
<td>SHIP – Owner Rehabilitation</td>
<td>1</td>
<td>$830,487</td>
<td>43</td>
<td>Single Family</td>
</tr>
<tr>
<td>SHIP – Special Needs Housing</td>
<td>3</td>
<td>$2,422,516</td>
<td>20</td>
<td>Single Family</td>
</tr>
<tr>
<td>SHIP – MF New Construction</td>
<td>1</td>
<td>$100,547</td>
<td>112</td>
<td>Multi-Family Rental</td>
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<tr>
<td>Local Funds – THHI</td>
<td>1</td>
<td>$657,687.00</td>
<td>35</td>
<td>Homeless Assistance</td>
</tr>
</tbody>
</table>

Currently there are 42 active projects managed by the Contracts team including, but not limited to: twenty (20) Public Facility Renovations that include Group Homes, Children’s Education Center, Community Park, Adult Special Needs Day Care Center, Homeless Family Solutions Center, Education and Workforce Opportunity Center, and Foster Care facilities. Five (5) Single Family Housing Rehabilitation Projects which will benefit approximately 72 low income home owners. One (1) Single Family construction project, one (1) New Construction multi-family housing project that will add an additional 112 units of affordable housing stock, three (3) land acquisition projects that will be result in an affordable housing end use, six (6) Urban County Partner infrastructure projects with the City of Temple Terrace and Plant City and one (1) Down Payment Assistance Project.

The Contracts and Compliance Teams assist with providing Technical Assistance and ongoing review to ensure the projects are running smoothly, are completing on time and within the approved budget.
Hillsborough County Affordable Housing Services
Fiscal Report

State Housing Initiative Partnership (SHIP)

Community Development Block Grant (CDBG)

HOME Grant

Emergency Solutions Grant (ESG)
It's almost time! Applications for FHLBank Atlanta's 2020 Affordable Housing Program (AHP) Competitive offering will be available on February 6. We encourage you to apply for up to $500,000 for your affordable housing project.

Applications and supporting documentation are due to the Bank by midnight EDT on April 2, 2020. Please submit your applications through FHLBAccess®.

RESOURCES TO HELP YOU SUCCEED

Webinars
Learn what's new for 2020 as well as details on project eligibility, the application process, scoring, and more.

VIEW AS A RECORDING
Catholic Charities
The Palms at University

Catholic Charities renovated an existing 40-unit affordable housing apartment complex called The Palms at University. This property is located at 12708 North 19th St. in Tampa and consists of 24 set-aside units for households that are at or below the 50% area median income (AMI) and 16 set-aside units for households at or below 80% of AMI.

The construction activities included removing and replacing four HVAC units, pressure washing and painting the exterior of 10 buildings, construction of a new dumpster pad, removing and replacing 10 staircases, cleaning and repairing gutters and downspouts, installation of four new park benches, re-stripping the parking lot, and repairing sidewalks.

Hillsborough County Affordable Housing Services committed $105,450 in Community Development Block Grant (CDBG) funds towards this project.

### Catholic Charities CDBG Funding

<table>
<thead>
<tr>
<th>Item</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Work &amp; Construction</td>
<td>$105,450</td>
</tr>
<tr>
<td><strong>Total Sources</strong></td>
<td><strong>$105,450</strong></td>
</tr>
</tbody>
</table>

### Affordable Housing FY20 Projects Funding

- **Urban County Partners**
  - (4,245 Units)
  - $6,129,948
- **Down-Payment Assistance**
  - (20 Units)
  - $300,000
- **Multi-Family New Construction**
  - (112 Units)
  - $999,153
- **Owner Occupied Rehab**
  - (43 Units)
  - $2,282,813
- **Public Facilities**
  - (2,027 Units)
  - $4,182,601
- **Single-Family New Construction**
  - (12 Units)
  - $360,000
- **Homeless Assistance**
  - (27 Units)
  - $657,687

### Previous Featured Projects

<table>
<thead>
<tr>
<th>Date</th>
<th>Projects</th>
<th>Units</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dec 2019</td>
<td>Wimauma Eats Workforce</td>
<td>1165</td>
<td>$462,020</td>
</tr>
<tr>
<td>Nov 2019</td>
<td>Wimauma Opportunity Ctr.</td>
<td>1470</td>
<td>$703,833</td>
</tr>
<tr>
<td>Oct 2019</td>
<td>Harvest Hope Funding Phase II &amp; Phase III</td>
<td>112</td>
<td>$25,409,441</td>
</tr>
<tr>
<td>Sept 2019</td>
<td>Sabal Place Phase II</td>
<td>120</td>
<td>$2,000,000</td>
</tr>
</tbody>
</table>
Subject: FY 20 Budget Amendment to realign and appropriate previously budgeted funds within the Emergency Solutions Grant (ESG) funds for Program Years 18 and 19

Department Name: Affordable Housing Services

Contact Person: Brenda Brackins

Contact Phone: 813-274-6732

Sign-Off Approvals:
- Ronald Barton 2/13/2020
- heryl Howel 2/12/2020
- Kevin Brickey 2/12/2020
- Nancy Takemori 2/12/2020
- Bonnie Wise 2/13/2020

Staff's Recommended Board Motion:
Approve FY 20 Budget Amendment (a) Reduce $63,378 within the Program Year (PY) 18 Emergency Solutions Grant (ESG) (Fund 12371). (b) Increase $44,036 within the Program Year (PY) 19 Emergency Solutions Grant (ESG) (Fund 13014). This Budget Amendment decreases Fund 12371 - ESG PY 18 by $63,378 (from $266,614 to $203,036); and increases Fund 13014 - ESG PY 19 by $44,036 (from $546,769 to $590,805), resulting in a net decrease of $19,342. In addition, this budget amendment will bring the FY 20 budgets in line with actual expenditures. No additional County funds are required as a result of this item.

Financial Impact Statement:
This Budget Amendment decreases Fund 12371 - ESG PY 18 by $63,378 (from $266,614 to $203,036); and increases Fund 13014 - ESG PY 19 by $44,036 (from $546,769 to $590,805), resulting in a net decrease of $19,342. In addition, this budget amendment will bring the FY 20 budgets in line with actual expenditures. No additional County funds are required as a result of this item.

Background:
Annually, the Department of Affordable Housing Services prepares and submits a comprehensive grant budget based on estimates for the Emergency Solutions Grant. Now that the fiscal year financial records are closed and year end balances have been determined by the Clerk's Office, the department would like to bring the FY 20 budget in line with actual expenditures.

Hillsborough County was awarded $546,769 for the ESG Program Year 18 for period October 1, 2018 through September 30, 2020, of which $343,733 has been expended, leaving $203,036 available for FY 20. The FY 20 Budget included an estimate of $266,414, which is overstated. Therefore, the FY 20 budget needs to be decreased by $63,378. (Fund 12371)

Hillsborough County was awarded $590,805 for the ESG Program Year 19 for period of October 1, 2019 through September 30, 2021. The FY 20 Budget included an estimate of $546,769; therefore, the FY 20 budget needs to be increased by $44,036. (Fund 13014)

ESG funds are provided to Tampa Hillsborough Homeless Initiative support their mission of homeless outreach, Rapid Re-housing, shelter operations and administration costs to provide services and housing...
to homeless individuals and families throughout Hillsborough County. Annual HC HESG funds serve over 100 families with rapid rehousing and case management services. The proposed adjustments for this fiscal year will result in a net decrease in grants of $19,342.
Agenda Item Cover Sheet

Agenda Item No:  A-2

Meeting Date  2/19/2020

☐ Consent Section  ☐ Regular Section  ☐ Public Hearing

Subject: HOME Investment Partnerships Program Funding Agreement between Hillsborough County and Habitat for Humanity of Hillsborough County, Inc. for the acquisition of land and infrastructure improvements for the development of twelve single family affordable homes located at 5212 Temple Heights Rd. in Temple Terrace, FL.

Department Name: Affordable Housing Services

Contact Person: Layla Hartz

Contact Phone: 813-274-6668

Sign-Off Approvals:

Ronald Barton  2/7/2020  heryl Howel  2/6/2020

Kevin Brickey  2/7/2020  Nancy Takemori  2/6/2020

Management and Budget Director  Da e  Da e
Approved as to Financial Impact Accuracy

Bonnie Wise  2/7/2020
Deputy County Administrator  Da e

Staff's Recommended Board Motion:

(a) Approve the HOME Investment Partnerships Program (HOME) Funding Agreement in the amount of $510,000 between Hillsborough County and Habitat for Humanity of Hillsborough County, Inc. for infrastructure improvements and the acquisition of a lot that will be subdivided and developed into twelve affordable single family homes located at 5212 Temple Heights Rd. in Temple Terrace, FL. (b) Approve a Land Use Restriction Agreement (LURA) between Habitat for Humanity of Hillsborough County, Inc. and Hillsborough County restricting use of the lot acquired with HOME funding for households at or below 80% of the Area Median Income for a term of twenty years, to be partially released upon sale of each home developed on the lot to an income eligible homebuyer. Also approve a LURA to be entered into between the County and the income-eligible homebuyer once a home constructed on the lot is sold by Habitat to an income eligible homebuyer. Approve the form of a Mortgage and Promissory Note with Habitat for Humanity of Hillsborough County, Inc., reflecting the County's investment of HOME funds in each lot acquired, and the form of a Mortgage and Promissory Note to be entered into by the income eligible homebuyer upon sale of the property from Habitat to the homebuyer reflecting the use of HOME proceeds for down payment assistance to make the purchase of the home affordable. The Habitat for Humanity Project will be funded from HOME allocation totaling $150,000 (AH Fund 12365) and PY 2019 HOME allocation totaling $360,000 (AH Fund 13012).

Financial Impact Statement:
The Habitat for Humanity Project will be funded from HOME allocation totaling $150,000 (AH Fund 12365) and PY 2019 HOME allocation totaling $360,000 (AH Fund 13012).

Background:
Hillsborough County receives an annual allocation of HOME Investment Partnerships Program funding from the Department of Housing and Urban Development (HUD) to implement local housing strategies designed to increase homeownership and affordable housing opportunities for low and very low income families.
On August 2, 2017, an Annual Action Plan was approved by the Board of County Commissioners which provided for Habitat for Humanity of Hillsborough County, Inc. to receive an award of $100,000 in Community Development Block Grant (CDBG) funding for the acquisition of a lot in the Temple Terrace area to be developed as affordable housing for persons at or below 80% of the Area Median Income. On March 23, 2018, Habitat for Humanity requested and was granted an additional $50,000 in DBG funds, totaling $150,000, for the purposes of acquiring a lot for affordable housing development in the University Area. Subsequently, Habitat for Humanity used an alternative funding source to acquire the lots, and the project was cancelled by Affordable Housing Services. The $150,000 award was set aside until such time that Habitat for Humanity could identify an alternative to acquire.

On May 23, 2019, Affordable Housing Services posted a Notice on Intent to award Habitat for Humanity of Hillsborough County, Inc. an additional $360,000 in Community Development Block Grant (CDBG) Funding for the acquisition of a lot in the Temple Terrace area to be developed as affordable housing for persons at or below 80% of the Area Median Income. This award was included in the Program Year 2019 Annual Action Plan that was submitted to and approved by the Board of County Commissioners on July 17, 2019.

Subsequently, the funding source for the prior awards of CDBG funds to Habitat was changed from Community Development Block Grant (CDBG) to HOME Initiatives Partnership Program (HOME), as it better meets the County's strategic goals outlined under the Consolidated Plan approved by HUD.

Habitat for Humanity of Hillsborough County Inc. will use the $510,000 in HOME funds provided under his Agreement to acquire a lot located at 5212 Temple Heights Rd., Temple Terrace, FL, and to construct certain subdivision infrastructure. This lot will be subdivided and developed with twelve single family homes that will be sold to qualified households whose incomes are at or below 80% of the Area Median Income. Habitat shall use HOME proceeds from the sale of the properties to provide down payment assistance to the homebuyers, which shall be secured by a homebuyer land use restriction agreement, mortgage and note.

List Attachments: HOME Initiatives Partnership Agreement with Habitat for Humanity of Hillsborough County, Inc. with attached for Land Use Restriction Agreement with Habitat and with Homebuyers, and Habitat Mortgage and Note and Homebuyer Mortgage and Note.
Subject: FY 20 Budget Amendment to realign and appropriate previously budgeted funds within the HOME Investment Partnerships (HOME) funds for Program Years 14, 15, 16, 17, 18, and 19.

Department Name: Affordable Housing Services

Contact Person: Brenda Brackins

Contact Phone: 813-274-6732

Staff's Recommended Board Motion:
Approve FY 20 Budget Amendment (a) Decrease $66,957 within the Program Year (PY) 14 HOME Investment Partnership (Fund 10748). (b) Decrease $1,781 within the Program Year (PY) 15 HOME Investment Partnership (Fund 10774). (c) Increase $359,990 within the Program Year (PY) 16 HOME Investment Partnership (Fund 10775). (d) Decrease $261,577 within the Program Year (PY) 17 HOME Investment Partnership (Fund 12365). (e) Increase $33,557 within the Program Year (PY) 18 HOME Investment Partnership (Fund 12369). (f) Decrease $218,241 within the Program Year (PY) 19 HOME Investment Partnership (Fund 13012). This Budget Amendment decreases Fund 10748 - HOME PY 14 by $66,957 (from $468,836 to $401,879); decreases Fund 10774 - HOME PY 15 by $1,781 (from $116,855 to $115,074); increases Fund 10775 - HOME PY 16 by $359,990 (from $207,780 to $567,770); decreases Fund 12365 - HOME PY 17 by $261,577 (from $1,853,717 to $1,592,140); increases Fund 12369 - HOME PY 18 by $33,557 (from $2,634,951 to $2,668,508); decreases Fund by 13012 - HOME PY 19 by $218,241 (from $2,911,057 to $2,692,816), resulting in a net decrease of $155,009. In addition, this budget amendment will bring the FY 20 budgets in line with the actual expenditures. No additional County funds are required as a result of this item.

Financial Impact Statement:
This Budget Amendment decreases Fund 10748 - HOME PY 14 by $66,957 (from $468,836 to $401,879); decreases Fund 10774 - HOME PY 15 by $1,781 (from $116,855 to $115,074); increases Fund 10775 - HOME PY 16 by $359,990 (from $207,780 to $567,770); decreases Fund 12365 - HOME PY 17 by $261,577 (from $1,853,717 to $1,592,140); increases Fund 12369 - HOME PY 18 by $33,557 (from $2,634,951 to $2,668,508); decreases Fund by 13012 - HOME PY 19 by $218,241 (from $2,911,057 to $2,692,816); resulting in a net decrease of $155,009. In addition, this budget amendment will bring the FY 20 budgets in line with the actual expenditures. No additional County funds are required as a result of this item.

Background:
Annually, the Department of Affordable Housing Services prepares and submits a comprehensive grant budget based on estimates for the Emergency Solutions Grant. Now that the fiscal year financial records are closed and year end balances have been determined by the Clerk's Office, the department would like to bring the FY 20 budget in line with actual expenditures.
Hillsborough County was awarded $2,881,483 for the HOME Program Year 14 for period of October 1, 2014 through October 31, 2022, of which $2,479,604 was expended, leaving $401,879 available for FY 20. The FY 20 Budget included an estimate of $468,836, which is overstated; therefore, the FY 20 budget needs to be decreased by $66,957. (Fund 10748)

Hillsborough County was awarded $4,239,139 for the HIOME Program Year 15 for period October 1, 2015 through December 31, 2020, of which $4,124,065 has been expended, leaving $115,074 available for FY 20. The FY 20 Budget included an estimate of $116,855, which is overstated. Therefore, the FY 20 budget needs to be decreased by $1,781. (Fund 10774)

Hillsborough County was awarded $2,246,270 for the HOME Program Year 16 for period of October 1, 2016 through December 31, 2021, of which $1,678,499 was expended, leaving $567,771 available for FY 20. The FY 20 Budget included an estimate of $207,780, which is understated; therefore, the FY 20 budget needs to be increased by $359,990. (Fund 10775)

Hillsborough County was awarded $2,123,051 for the HOME Program Year 17 for period of October 1, 2017 through October 31, 2022, of which $530,911 was expended, leaving $1,592,140 available for FY 20. The FY 20 Budget included an estimate of $2,634,951, which is understated; therefore, the FY 20 budget needs to be increased by $33,557. (Fund 12365)

Hillsborough County was awarded $2,932,075 for the HOME Program Year 18 for period of October 1, 2018 through October 31, 2022, of which $263,567 was expended, leaving $2,668,508 available for FY 20. The FY 20 Budget included an estimate of $2,911,057, which is overstated; therefore, the FY 20 budget needs to be decreased by $218,241. (Fund 13012)

HOME funds are awarded to agencies annually through a competitive process to fund projects that produce housing units, such as single family home ownership new construction, multi-family rental new construction and rehabilitation, down payment assistance, and acquisition/rehab of housing. These funds assist 20-100 households annually depending on the types of projects funded. The proposed adjustments for this fiscal year will result in a net decrease in grants of $155,009.

List Attachments: Line Item Detail-Fund 10748; Line Item Detail-Fund 10774; Line Item Detail-Fund 10775; Line Item Detail-Fund 12365; Line Item Detail-Fund 12369 and Line Item Detail-Fund 13012
Subject: FY 20 Budget Amendment to realign and appropriate previously budgeted funds within the State Housing Initiative Partnership (SHIP) funds for Programs Years 16/17, 17/18, 18/19, and 19/20.

Department Name: Affordable Housing Services
Contact Person: Brenda Brackins
Contact Phone: 813-274-6732

Staff's Recommended Board Motion:
Approve FY 20 Budget Amendment (a) Decrease $500,945 within the Program Year (PY) 16/17 State Housing Initiative Partnership (SHIP) (Fund 10770). (b) Decrease $26,458 within the Program Year (PY) 17/18 State Housing Initiative Partnership (SHIP) (Fund 10771). (c) Increase $356,787 within the Program Year (PY) 18/19 State Housing Initiative Partnership (SHIP) (Fund 12368). (d) Decrease $263,470 within the Program Year (PY) 19/20 State Housing Initiative Partnership (SHIP) (Fund 12372). This Budget Amendment decreases Fund 10770 - SHIP PY 16/17 by $500,945 (from $961,873 to $460,928); decreases Fund 10771 - SHIP PY 17/18 by $26,458 (from $3,024,396 to $2,997,938); increases Fund 12368 - SHIP PY 18/19 by $356,787 (from $1,710,176 to $2,066,963); decreases Fund 12372 - SHIP PY 19/20 by $263,470 (from $1,923,110 to $1,659,640), resulting in a net decrease of $434,086. In addition, this Budget Amendment will bring the FY 20 budgets in line with actual expenditures. No additional County funds are required as a result of this item.

Financial Impact Statement:
This Budget Amendment decreases Fund 10770 - SHIP PY 16/17 by $500,945 (from $961,873 to $460,928); decreases Fund 10771 - SHIP PY 17/18 by $26,458 (from $3,024,396 to $2,997,938); increases Fund 12368 - SHIP PY 18/19 by $356,787 (from $1,710,176 to $2,066,963); decreases Fund 12372 - SHIP PY 19/20 by $263,470 (from $1,923,110 to $1,659,640), resulting in a net decrease of $434,086. In addition, this Budget Amendment will bring the FY 20 budgets in line with actual expenditures. No additional County funds are required as a result of this item.

Background:
Annually, the Department of Affordable Housing Services prepares and submits a comprehensive grant budget based on estimates for the State Housing Initiative Partnership (SHIP) fund. Now that the fiscal year financial records are closed and year end balances have been determined by the Clerk's Office, the department would like to bring the FY 20 budget in line with actual expenditures.

Hillsborough County was awarded $7,116,426 for the SHIP PY 16/17 for period July 1, 2016 to December 31, 2019, of which $6,655,498 has been expended, leaving $460,928 available for FY 20. The FY 20 Budget included an estimate of $961,873, which is overstated. Therefore, the FY 20 budget needs to be decreased by $500,945. This Budget Amendment will assist in closing out this grant. (Fund 10770)
Hillsborough County was awarded $5,936,315 for the SHIP PY 17/18 for period July 1, 2017 to June 30, 2020, of which $2,938,377 has been expended, leaving $2,997,938 available for FY 20. The FY 20 Budget included an estimate of $3,024,396, which is overstated. Therefore, the FY 20 budget needs to be decreased by $26,458. (Fund 10771)

Hillsborough County was awarded $2,216,686 for the SHIP PY 18/19 for period July 1, 2018 to June 30, 2021, of which $149,723 has been expended, leaving $2,066,963 available for FY 20. The FY 20 Budget included an estimate of $1,710,176, which is understated. Therefore, the FY 20 budget needs to be increased by $356,787. (Fund 12368)

Hillsborough County was awarded $1,686,580 for the SHIP PY 19/20 for period July 1, 2019 to July 31, 2022, of which $29,388 has been expended, leaving $1,657,192 available for FY 20. The FY 20 Budget included an estimate of $1,923,110, which is overstated. Therefore, the FY 20 budget needs to be decreased by $263,470. (Fund 12372)

SHIP provides funds to local governments as an incentive to create partnerships that produce and preserve affordable homeownership and multifamily housing. The program was designed to provide very low, low and moderate income families with assistance to purchase a home, money to repair or replace a home and other types of housing assistance, such as down payment assistance and homeownership counseling. The proposed adjustments for this fiscal year will result in a net decrease in grants of $434,086.

List Attachments:  Line Item Detail-Fund 10770; Line Item Detail-Fund 10771; Line Item Detail-Fund 12368; and Line Item Detail-Fund 12372
Subject: Third Modification to the State Housing Initiatives Program (SHIP) Funding Agreement with The Centre for Women, Inc.

Department Name: Affordable Housing Services

Contact Person: Layla Hartz
Contact Phone: 813-274-6668

Sign-Off Approvals:
- Ronald Barton, Assistant County Administrator, 2/20/2020
- Cheryl Howell, Department Director, 2/20/2020
- Kevin Brickey, Management and Budget, 2/20/2020
- Nancy Takemori, County Attorney – Approved as to Financial Impact Accuracy, 2/20/2020
- Bonnie Wise, Deputy County Administrator, 2/21/2020

Staff's Recommended Board Motion:
Approve Third Modification to Funding Agreement with The Centre for Women under the State Housing Initiatives Partnership (SHIP) Program for Owner Occupied Housing Rehabilitation. This modification removes language referencing the specific funding year(s) from which the grant funds are being provided, to provide administrative flexibility. Funding for this agreement is included in the SHIP grant budget. There is no financial Impact.

Financial Impact Statement:
There is no financial Impact.

Background:
The Centre for Women, Inc. was awarded SHIP funding for its Owner Occupied Housing Rehabilitation Program for low-income homeowners. The original Agreement was approved by the Board of County Commissioners on August 2, 2017 (BOCC Document # 17-0810) in the amount of $1,255,000. A First Modification was approved by the Board of County Commissioners on January 24, 2019 (BOCC Document #19-0118) to add an additional $1,203,022 in FY 17/18 SHIP funds to the Agreement and to extend the expiration and expenditure dates. A Second Modification was approved by the Board of County Commissioners on January 8, 2020 (BOCC Document #20-001) and further extended the expiration date of the Agreement from January 15, 2020 to December 30, 2020 and the expenditure deadline from December 30, 2019 to November 30, 2020. $830,487 in SHIP funding was added with the Second Modification to allow the agency to serve additional clients, for a total funding amount of $3,288,509.

This Third Modification removes language referencing the specific funding year(s) from which the grant funds are being provided, to provide administrative flexibility.

This Third Modification does not change the program budget.
List Attachments: Third Modification to SHIP Funding Agreement with The Centre for Women
Subject: Approval of Subordination Agreement with Seminole Park Apartments, LLC.

Department Name: Affordable Housing Services
Contact Person: Layla Hartz Contact Phone: 813-274-6668

Sign-Off Approvals:
Ronald Barton 2/20/2020 Cheryl Howell 2/20/2020
Assistant County Administrator Date Department Director Date
Kevin Brickey 2/20/2020 Nancy Takemori 2/20/2020
Management and Budget – Approved as to Financial Impact Accuracy
Date County Attorney – Approved as to Legal Sufficiency
Date
Bonnie Wise 2/21/2020
Deputy County Administrator Date

Staff's Recommended Board Motion:
Approve the Subordination Agreement with Seminole Park Apartments, LLC (Owner) of Seminole Park Apartments ("Project") managed by The Housing Authority of the City of Tampa. Hillsborough County Affordable Housing Services (AHS) is providing $216,920 in Community Development Block Grant Funds (CDBG) to Owner. The Project was converted from public housing to Section 8 assistance under the Rental Assistance Demonstration (RAD) program on September 15, 2016. As a condition of borrowing funds and being a participant of the RAD Program, the Owner is required by HUD to subordinate to the RAD Use Agreement as evidenced by a Subordination Agreement. There is no fiscal impact associated with this agenda item.

Financial Impact Statement:
There is no fiscal impact associated with this agenda item.

Background:
On October 8, 2019, the Board of County Commissioners awarded $216,920 in Community Development Block Grant Funds (CDBG) (Funding Agreement BOCC Doc#19-1061), for the rehabilitation development of a 100 unit affordable rental housing development known as Seminole Park Apartments. The Land Use Restriction Agreement (LURA), Mortgage and Note were approved along with the funding agreement but were not executed or recorded pending approval by HUD and execution of an agreement subordinating the County's loan documents and LURA to a previously executed Rental Assistance Demonstration Use Agreement executed by the Project owner.

Seminole Park Apartments is located at 4706 Muskogee Court, Tampa, Florida 33610. The Project was converted from public housing to the Rental Assistance Program-Project Based Voucher (RAD PBV) by a RAD Use Agreement dated September 15, 2016. It consists of two adjacent properties: Moses White Development with 69 units and Seminole Park Apartments with 100 units. The owner determined that repairs were needed at this time. Addressing these repairs keeps the project in compliance with the RAD Conversion Commitment (RCC).
Affordable Housing Services and The Housing Authority of the City of Tampa have agreed to this subordination. The County agrees to take a secondary mortgage position in order for the property and THA to remain in compliance with HUD regulations.

The delay in Seminole Park Apartments, LLC. executing and recording the LURA, Mortgage and Promissory Note was due to the pending approval of HUD accepting the grant agreement provided by Hillsborough County AHS and execution of a Subordination Agreement. All documents will be recorded simultaneously in Hillsborough County public records. The security instruments have a maturity date of August 31, 2035.

There is no fiscal impact associated with this agenda item.

List Attachments: Agreement to Subordinate to Rental Assistance Demonstration Agreement for Seminole Park Apartments, LLC.
Subject: Opening of a 30-day public comment period for Substantial Amendment to the Program Year (PY) 2014-2019 Annual Action Plans and setting the Public Hearing before the BOCC for May 6, 2020 to adopt and approve the Substantial Amendment for (PY) 2014 - 2019 for submission to U.S. Department of Housing and Urban Development (HUD).

Department Name: Affordable Housing Services
Contact Person: Willette Hollinger Contact Phone: 813-274-6628

Sign-Off Approvals:
Lindsey Kimball 2/27/2020
Assistant County Administrator

Cheryl Howell 2/27/2020
Department Director

Kevin Brickey 2/27/2020
Management and Budget – Date

Nancy Takemori 2/27/2020
County Attorney – Approved as to Legal Sufficiency

Bonnie Wise 2/27/2020
Deputy County Administrator

Staff's Recommended Board Motion:
(a) Authorize Affordable Housing to provide a draft Substantial Amendment to (PY) 2014-2019 Annual Action Plans for public comment and review. The required 30-day public comment period will be from April 1, 2020 to May 6, 2020. (b) Authorize Affordable Housing Services to schedule a public hearing on May 6, 2020 at 10:00 a.m. in order to receive additional comments and close the public comment period and adopt the Substantial Amendments to (PY) 2014-2019 Annual Action Plans. There is no fiscal impact related to setting the public comment review dates and scheduling the Public Hearing.

Financial Impact Statement:
There is no fiscal impact related to setting the public comment review dates and scheduling the Public Hearing.

Background:
Due to delayed project schedules, staff is recommending adjusting the current year's project budget and adding activities for the following items: Children's Home Network (-$700,000), New Life Village (-$175,000), Sunrise Community (-$500,000), Agency for Community Treatment Services (-$500,000), Alpha House of Tampa (-$1,000,000), Sunrise Community (-$137,299), Seminole Park (-$234,825), Miracle Walk (-$600,000), DACCO Multi Family Residential Rehab ($500,000), and Reallocated grant funds of $152,876 for a total of $4,500,000. These funds will be spent on Multifamily Acquisition and Public Improvements ($3,000,000), and Solita's House Public Facility ($1,500,000). These adjustments would allow projects that have been delayed to remain approved Affordable Housing projects. These projects will not be de-funded. Funding for these projects will be deferred to PY 20.

The Annual Action Plan is a document required by HUD and serves as a planning tool and a guide to the County's housing and development activities for the year. The Annual Action Plans address the use of federal funds administered by HUD and then allocated to the County in the form of Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and Emergency Solutions
Grant (HESG) funds.

Amendments to the Annual Action Plans are required by HUD to be processed as a Substantial Amendment. A Substantial Amendment requires public notice, a minimum 30 day public comment period and a public hearing to approve the amendment. The proposed amendments to the Annual Action Plan identify Community Development Block Grant projects that have been completed where not all the awarded funds were spent, projects where the funding needs to be reprogrammed, and new project(s) identified through the Request for Proposal (RFP), Multi-Family unspecified site(s).

The 30 day public comment and review period will be from April 1, to May 6, 2020. The approval of this agenda item will authorize the required public comments period and schedule the public hearing to receive comments, thereby ensuring time for citizen participation and compliance with HUD requirements.

To: Board of County Commissioners

From: Commissioner(s) Kimberly Overman

Date: 2/20/2020

BOCC Meeting
3/4/2020

A Report on Boards, Councils, and Authorities

Receive the minutes from the Affordable Housing Advisory Board meetings held on December 2, 2019; January 13, 2020; and January 16, 2020.

The following is to be selected by the Commissioner for action:

☐ Schedule under the Commissioners' Section of the Regular Agenda to be presented as an oral report by the Commissioner.

☒ Schedule on the Consent Agenda under the title: "BOCC Reports".

☐ File the report.