

NAME OF LOCAL GOVERNMENT

THE TOWN OF DAVIE

SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

FISCAL YEARS COVERED

2013/2014, 2014/2015 AND 2015/2016

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I. PROGRAM DESCRIPTION Chapter 67-37.005 F.A.C. and Section 420.9072, F.S.

A. Name of the participating local government and Interlocal if Applicable:
Section 420.9072(5), F.S.

TOWN OF DAVIE

Interlocal:

Name of participating local government(s) in the Interlocal Agreement;

N/A

B. Purpose of the program: Section 420.9072, F.S. and Chapter 67-37.005, F.A.C.

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

C. Fiscal years covered by the Plan: *Chapter 67-37.002, F.A.C.*

 X 2013/2014

 X 2014/2015

 X 2015/2016

D. Governance: *Chapter 67-37.005, F.A.C. and Section 420.9071, F.S.*

The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37.007 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 applicable statutes and rules.

E. Local Housing Partnership *Section 420.9072, F.S.*

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

F. Leveraging: *Chapter 67-37.007, F.A.C. and Section 420.9075, F.S.*

The Plans are 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: *Chapter 67-37.005, F.A.C.*

The Town Council Meeting was held on April 3, 2013 at 6:30 PM in the Davie Town Hall Council Chambers to solicit public input.

H. Advertising and Outreach: *Chapter 67-37.005, F.A.C.*

The eligible municipality or its administrative representative shall advertise the notice of funding availability 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: *Section 420.9075, F.S.*

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

J. Support Services and Counseling: *Chapter 67-37.005, F.A.C.*

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

K. Purchase Price Limits: *Section 420.9075, F.S. and Chapter 67.37.007 (6) F.A.C.*

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:

Independent Study

U.S. Treasury Department Revenue Proclamation 2012-25

Local HFA Numbers

The purchase price limit for new and existing homes is shown on the Housing Delivery Goals Charts.

L. Income Limits, Rent Limits and Affordability:

Chapter 67-37.005, F.A.C. and Section 420.9071, F.S.

The Income and Rent Limits used in the SHIP Program are updated annually from the Department of Housing and Urban Development and distributed by Florida Housing Finance Corporation. 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 (19), (20) and (28), 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, the Town will develop a qualification system and selection criteria for applications for awards to eligible sponsors, 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: *Section 420.9075, F.S.*

In the case of rental housing, the staff or 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 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 at least annually for 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: *Chapter 67-37.005, F.A.C., and 420.9075(7), F.S.*

A detailed listing including line-item budget of proposed Administrative Expenditures is attached as **Exhibit IV-A**. These are presented on an annual basis for each State fiscal year submitted.

The Town of Davie (local 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. The cost of administering the plan may not exceed 10 percent of the local housing distribution moneys and program income deposited into the trust fund. The Town of Davie has determined that ten percent of the local housing distribution is insufficient to pay the necessary cost of administering the program and has allocated no more than ten percent of the SHIP funds to be applied towards administrative expenses.

P. Essential Service Personnel:

“Essential Services Personnel” means any person in need of affordable housing, who is a permanent employee (excluding temporary and on-call employees) of a company or organization located within Broward County, which falls into one of the following sectors or codes, as defined within the North American Industry Classification System (NAICS), published by the U.S. Department of Labor:

Sectors 44-45: Retail Trade

Sector 61: Education services

Sector 62: Health care and social assistance

Sector 72: Accommodation and food services

Sector 81: Other services (except Public Administration)

Code 485: Transit and ground passenger transportation

Code 922: Justice, public order, and safety activities

Q. Program Administration:

The Town of Davie shall administer the 2013/2014, 2014/2015 and 2015/2016 State Housing Initiatives Partnership (SHIP) Program. It is not the intent of the Town to contract for the services of an independent consultant to administer the SHIP Program.

R. Green Building Techniques:

Green Building Techniques shall include; but, not necessarily be limited to the following:

Solar water heaters

Gas appliances: such as clothes dryers, hot water heaters, cooking stoves and ovens where gas is available. All appliances must be energy star qualified.

Florescent low energy lighting

Tinted windows

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

A. Home Ownership. Home ownership strategies to be utilized during fiscal year 2013/2014, 2014/2015, 2015/2016 (July 1, 2013 to June 30, 2016) SHIP LHAP covers down payment/closing cost assistance and new construction.

1. Down Payment/Closing Cost Assistance Strategy

a. Summary of the Strategy: SHIP funds will be made available to income eligible very low, low and moderate-income first time homebuyers with the goal of expanding homeownership opportunities to the identified targeted income groups. A deferred payment loan is applied towards the closing costs, first mortgage reduction, and/or down payment assistance for the purchase of eligible owner-occupied housing.

Permanent first mortgage financing is required and provided through private sector financing.

b. Fiscal Years Covered: 2013/2014, 2014/2015, and 2015/2016

c. Income Categories to be served: very low, low and moderate income

d. Maximum award is noted on the Housing Delivery Goals Charts:

A maximum deferred payment loan of \$40,000 for purchase assistance shall be provided to eligible persons.

The Town of Davie's repayment or program income will be placed in the Town's Local Housing Assistance Trust Account for use within the Town of Davie.

e. Terms of Award; Recapture and Default: The following terms apply to eligible persons receiving down payment/closing costs assistance funds.

Default/Repayment - Loan Terms: Newly constructed unit - Payment on the second mortgage assistance shall be deferred for a period of ten (10) years for purchase at zero (0%) interest. The pro-rated note shall provide for full recapture (full payback) during the first five (5) years, and a 20% amortization over the remaining five (5) year period on the anniversary date of the mortgage. The mortgage and note shall provide for pro-rated repayment which shall be due upon sale, assignment or any transfer of the title or when the property fails to be the primary residence of the owner/occupant of the property within the affordability period.

Existing unit - The second mortgage shall be deferred for a period of five (5) years at zero (0%) percent interest.

Payment on the second mortgage assistance shall be deferred for a period of five (5) years for the purchase with a 20% yearly write-down after the end of each full year from the date of the mortgage. The mortgage and note shall provide for pro-rated repayment which shall be due when the property is no longer the primary residence or upon any sale, assignment or transfer of the title of the property within the recapture period.

f. Recipient Selection Criteria:

f.1 Applicants will be selected on a first come, first qualified, first served basis within the income groups. Priority will be given to very low and low income applicants to ensure compliance with income set-asides.

f.2 Applicants must not own any other residential property for the past three (3) years as evidenced by previous three (3) years tax returns.

f.3 Applicants must receive a certificate of housing counseling upon completion of an eight (8) hour education and counseling workshop conducted by a HUD certified housing counselor. This certificate is required prior to loan closing.

f.4 All SHIP proceeds must be used to pay closing costs; down payment; principal reduction and must not be used for debt consolidation, or cash-out to applicant.

f.5 The maximum loan-to-value for combined first and second mortgages shall be 105 percent for very low-income, low-income, or moderate-income applicants.

f.6 Applicant must make mortgage application with a Town of Davie approved lender who shall meet any lender's qualifying criteria as established by the Town.

g. Sponsor Selection Criteria: Town of Davie may select for-profit or not-for-profit corporations, individuals, or partnerships to conduct the State Housing Initiatives Partnership Program income certification process for all applicants. Applicant Agency must demonstrate the necessary capacity and experience to effectively provide the services required by the Town. Applicant Agency/Individual without the necessary experience must enter into joint venture agreements with an organization experienced in the income certification process.

h. Additional Information: SHIP funds may be used to leverage other State, Federal, Local or Bond programs such as Predevelopment Loan Program, HOME Investment Partnership (HOME) and Community Development Block Grant (CDBG) and private financing.

2. Single Family New Construction Strategy:

- a. Summary of Strategy:** Provide assistance in the form of a low interest loan to be negotiated at the time of award by the Town of Davie in the maximum amount of up to \$80,000 per unit to a developer for the construction of new affordable single-family housing units.

Eligible costs include for developer may include:

1. Cost of land with or without structure(s), and related demolition costs.
2. Professional fees such as engineering, architectural, surveying and consulting costs and interest buy-downs.
3. Infrastructure expenses typically paid by the developer including streets, roadways, parking areas; sidewalks, pathways, walkways; storm-drainage systems; sanitary systems; water supply systems, water mains, connections, hydrants, meters; utilities and utility easements for telephone cable, electric lines, and rights-of-way; street lighting. Infrastructure expenses must be on-site and directly related to the housing being assisted with SHIP funds.
4. Payment of administrative fees including, Preliminary and Final Plat Review, Engineering Service Charges, Recording Fees, Site Plan review Fees, Minor Review Fees, Surface Water License, Permit to Construct in Right-of Way, Sewer and Water Installation Fee, Sewer and Water Plan Review, Waste Water license, Building Permits, Road Construction Agreement Review, Traffic Study/Action Plan Review, Environmental Impact Review, Surface Water Permit, Land Use Amendment Review, Septic Tank Permit. Payment of road, park, police, fire, and water and sewer impact fees are also permissible.
5. Hard costs typically or customarily treated as construction costs by institutional lenders, or any other reasonable hard or soft costs associated or involved with the development and or construction process.

- b. Fiscal Years Covered:** 2013/2014, 2014/2015, and 2015/2016

- c. Income Categories to be served:** Very Low, Low and Moderate

- d. Maximum Award is noted on the Housing Delivery Goals Charts**

- e. Award; Recapture and Default :** The following terms and conditions apply to eligible developers/contractors receiving construction funding.

Default/Repayment: The developer must ensure that all assisted units are sold to income-eligible buyers at approved affordable prices. The buyer must remain an owner-occupant for a 10 year period. The developer shall be

considered in default for failure to ensure that all assisted units are sold to income eligible buyers and at the sole discretion of the Town of Davie may be required to repay the assistance provided by the Town of Davie. Town of Davie shall have the right to monitor the sales records of the developer to ensure that all sales are in compliance with affordable prices and eligible buyers requirements

A deed shall be recorded for each buyer. Each deed shall contain a restriction that the buyer must remain an owner-occupant for a 10 year period. The buyer shall be required to repay the purchase price of the unit in the event the buyer does not remain an owner-occupant for the required ten year period. In the event the buyer defaults on their mortgage, the buyer shall be in default of the ownership restriction contained within the deed and responsible for repayment of the purchase price to the Town of Davie Notwithstanding, the buyer may be permitted to sell and or transfer the unit to another eligible person during the ten year term upon prior written approval of the Town of Davie.

The Town of Davie's recaptured funds will be placed in Town's Local Housing Assistance Trust Account for use within the Town of Davie.

- f. Recipient Selection Criteria:** The eligibility of the buyer of each single family unit will be determined through an eligibility certification process by the Town as provided for under the SHIP Program. Priority shall be given to very low and low income applicants to ensure compliance with income set-asides.
- g. Developer Selection Process:** An eligible developer will be selected through a competitive process which will be determined by the Town of Davie, e.g. Request for Qualifications (RFQ's) or Request for Proposals (RFP's). Additional points will be awarded to the applicant agency that has demonstrated the ability to expend funds within a given time frame and incorporated green building techniques in the construction of single family construction, and has demonstrated its overall knowledge of the Florida Green Building Coalition's techniques.
- h. Additional Information:** SHIP funds may be used to leverage other State, Federal, Local or Bond programs such as Predevelopment Loan Program, HOME Investment Partnership (HOME) and Community Development Block Grant (CDBG) and private financing.

3. Rental New Construction:

- a. Summary of Strategy:** Provide assistance in the form of a low interest loan to be negotiated at the time of award by the Town of Davie in the maximum amount of \$60,000 per unit to a developer for the construction of new affordable multi-family rental housing.

- b. Fiscal Years Covered:** 2013/2014, 2014/2015, and 2015/2016
- c. Income Categories to be served:** Very Low, Low and Moderate
- d. Maximum Award is noted on the Housing Delivery Goals Charts**
- e. Award; Recapture and Default:** Loans will be secured by a mortgage lien against the property, and the developer will be required to execute a mortgage containing a restriction that the project will remain affordable for a period of 15 years. Notwithstanding the above, the Town's loan shall be subject to subordination of other funding sources with more restrictive terms and requirements. Such 15 year term shall run concurrently with any other more restrictive terms and requirements.

The Town of Davie's recaptured funds will be placed in the Town's Local Housing Assistance Trust Account.

- f. Recipient Selection Criteria:** The eligibility of each tenant will be determined by the owner/investor subject to the eligibility requirements of the SHIP Program Income Guidelines. Evidence must be provided to the Town's Housing and Community Development Office which shall have the final approval of such determination.

The owner/investor shall be subject to periodic monitoring by the Town of Davie to determine compliance with SHIP Income Guidelines. Such monitoring shall be conducted through the Town's examination of owner/investor's records.

- g. Developer Selection Process:** An eligible developer will be selected through a competitive process which will be determined by the Town of Davie, e.g. Request for Qualifications (RFQ's) or Request for Proposals (RFP's). Additional points will be awarded to the applicant agency that has demonstrated the ability to expend funds within a given time frame and incorporated green building techniques in the construction of multifamily projects, and has demonstrated its overall knowledge of the Florida Green Building Coalition's techniques.
- h. Additional information:** SHIP funds may be used to leverage other State, Federal, Local or Bond programs such as Predevelopment Loan Program, HOME Investment Partnership (HOME) and Community Development Block Grant (CDBG) and private financing.

4. Home Repair Strategy:

- a. Summary of Strategy:** Designed to provide home repairs for eligible applicants for improving or maintaining owner-occupied housing, prevent

further deterioration, to stop the loss of energy and infiltration of outside elements with a maximum award of \$40,000

Emergency Repairs: Repairs of an urgent nature such as minor damage caused by fires, broken water pipes, electrical failures, gas leaks, heating and water heating system failures, sewer/sanitation back-ups, and other repairs which are a threat to life, health, and safety of the resident as a result of unintentional and uncontrollable causes shall be given priority.

Roof Replacement: Complete repair of deteriorated roofing systems to eliminate substandard or unsafe roofing conditions and to prevent further roofing deterioration including damaged soffit and fascia. Gutters are not permitted.

Home Repairs: Window replacement, door replacement, re-wiring, re-plumbing, kitchen and bathroom remodeling to replace deteriorated conditions, exterior wall and stucco repair, a/c and heating systems, insulation, floor covering to replace materials containing holes, rips or tears, or in otherwise poor condition, termite treatment and repair (termite inspection required).

The repairs shall be guided by the Enterprise Foundation's Green Communities Initiatives. Homeowners shall be encouraged to obtain an Energy Audit from the Florida Power & Light. These repairs shall include but not be limited to the following:

Window replacement (impact resistant and tinted), paints and primers that meet Green Seal G-11 Environmental Standard, commodes with a 1.3 gallons per flush capacity, building envelope sealing specifications (repair of holes, cracks, seams, waterproofing), installation of energy efficient hot water heaters, insulated hot water heaters with pre-cut jackets or blankets, insulate accessible hot water pipes, installation of HVAC systems with SEER rating, Energy Star qualified ventilation fans for bathrooms, air handler/return ducts in garage or unsealed garage attic are not permitted.

Code Violations: Repairs will not be provided to those nonconforming structures (those built without a permit) that are observed during the assessment. Home owners cited for deteriorated driveways and exterior painting are eligible. On a case by case basis, the Town may consider repairs to bring existing, non-permitted violations into compliance with Town of Davie Codes.

b. Fiscal Years Covered: 2013/2014, 2014/2015, and 2015/2016

c. Income Categories to be served: very low, low and moderate-income.

d. Maximum award is noted on the Housing Delivery Goals Charts.

e. Award; Recapture and Default:

The following conditions apply to eligible persons receiving home repair funds.

Eligible assisted persons shall execute a five (5) year deferred-payment mortgage and note for the amount of actual construction costs, excluding administrative fees, with a 20% yearly loan write-down after the end of each full year from the date of the mortgage and note at 0% interest rate. The mortgage and note shall provide for pro-rated repayment which shall be due when the residence is no longer the primary residence or upon the sale, assignment or any transfer of title of the property within the five (5) year term of the loan.

The Town of Davie's recaptured funds will be placed in the Town's Local Housing Assistance Trust Account with tracking codes for use within the Town of Davie.

f. Recipient Selection Criteria: Applicants will be certified as very low, low or moderate income to be deemed eligible; and, eligible units must be owner-occupied.

Eligible persons will be selected on a first-come, first-qualified, first-served basis within the very low income, low income or moderate income categories. Priority will be given to very low and low income applicants to ensure compliance with income set –asides.

Property assessed value as stated on the Broward County Property Appraiser's website cannot exceed those limits as provided under the U.S Treasury Department limits. The property must be owner occupied.

Verification of ownership and payment of property taxes, insurance and condominium or Home Owner Association fees will be conducted to determine eligibility.

Applicants must receive a Certificate of Housing Counseling upon completion of an eight (8) hour education and counseling workshop conducted by a HUD certified housing counselor. The Certificate is required prior to placement on the Home Repair waiting list.

g. Additional Information: SHIP funds may be used to leverage other State, Federal, Local or Bond programs such as Predevelopment Loan Program, HOME Investment Partnership (HOME) and Community Development Block Grant (CDBG) and private financing.

- h. Sponsor Selection Criteria:** The Town of Davie may select for-profit or not-for-profit corporations, individuals, or partnerships to conduct the State Housing Initiatives Partnership program income certification process for all applicants. Applicant Agency must demonstrate the necessary capacity and experience to effectively provide the services required by the Town. Applicant Agency/Individual without the necessary experience must enter into joint venture agreements with an organization experienced in the income certification process.

5. Barrier Free/Special Needs Strategy:

- a. Summary of the Strategy:** Designed to remove barriers, improve accessibility to the elderly (62 years or older) and disabled persons, and to provide for health and safety repairs as needed by older and disabled persons to maintain their independence with a maximum award of \$40,000. Health and safety repairs may include repairs unrelated to accessibility and barrier removal.

Eligible uses for barrier removal and home modifications include: Modifications to widen doorways, install accessible doors and hardware, widen halls, kitchens, bathrooms and bedrooms to accommodate mobility aides (canes, walkers, wheelchairs and scooters); grab bars; entry ramps, walkways and landings; non-slip floor surfaces throughout the home environment, may include carpeting; push-able or lever hardware; delayed opening and closing mechanisms on egress and garage doors; interior doors; improved lighting; accessible appliances which include but are not limited to front or touch-type controls; lever faucets; installation of accessible cabinets, shelves, drawers, sinks, toilets, kitchen, bathroom, utility and swimming pool appliances and fixtures.

Installation and provision of assisted technology products to increase accessibility in the home environment is eligible. Examples include, but are not limited to: roll-in style or permanent shower chair, environmental control system and hand held shower, non-slip surfacing on accessible roll-in with or without curb shower; accessible touch-type light switches and thermostats; smoke alarms and fire detectors; and removal of other architectural barriers. Code violations, along with health and safety issues are not to exceed \$15,000 and may not be related to accessibility issues.

Health and safety and security related repairs include but shall not be limited to the following: roof repair and replacement; complete repair or replacement of deteriorated roofing systems to eliminate substandard or unsafe roofing conditions, and to prevent further rotting, window repair and/or replacement, weatherization, re-wiring, re-plumbing, termite treatment and repair (termite inspection required), interior wall repairs and painting, a/c systems,

insulation, repair cracked driveways, repair cracked or hazardous sidewalks and ramps.

- b. Fiscal Years Covered:** 2013/2014, 2014/2015, and 2015/2016
- c. Income Categories to be served:** Very low, low and moderate-income
- d. Maximum award is noted on the Housing Delivery Goals Charts.**
- e. Award; Recapture and Default:**

Repayment/Recapture Terms: The following terms and conditions apply to eligible persons receiving special needs/barrier free assistance funds.

Eligible assisted persons shall execute a five (5) year deferred payment mortgage and note for the amount of actual construction costs, excluding administrative fees, with a 20% yearly loan write-down after the end of each full year from the date of the mortgage and note at 0% interest rate. The mortgage and note shall provide for pro-rated repayment which shall be due when the property is no longer the primary residence or upon the sale, assignment or any transfer of title of the property within the five (5) year term of the loan.

A maximum deferred payment loan available to the Town of Davie residents for special needs/barrier free assistance shall not exceed \$40,000.

The Town of Davie's recaptured funds will be placed in the Town's Local Housing Assistance Trust Account with tracking codes for use within the Town of Davie.

- f. Recipient Selection Criteria:** Applicants will be certified as very low, low or moderate income to be deemed eligible; and, the eligible unit must be owner-occupied.

Eligible persons will be selected on a first-come, first-qualified, first-served basis within the very low income, low income or moderate income categories. Priority will be given to very low and low income applicants to ensure compliance with income set-asides.

Property assessed value as stated on the Broward County Property Appraiser's website cannot exceed \$329,268. The property must be owner occupied.

Verification of ownership and payment of property taxes, insurance and condominium or Home Owners Association fees will be conducted to determine eligibility.

Resident must be elderly, medically or physically disabled. Such disability shall be documented with a note from a licensed practitioner in the State of Florida.

- g. Sponsor Selection Criteria:** The Town of Davie may select for-profit or not-for-profit corporations, individuals, or partnerships to conduct the State Housing Initiatives Partnership program income certification process for all applicants. Applicant Agency must demonstrate the necessary capacity and experience to effectively provide the services required by the Town. Applicant Agency/Individual without the necessary experience must enter into joint venture agreements with an organization experienced in the income certification process.
- h. Additional Information:** SHIP funds may be used to leverage other State, Federal, Local or Bond programs such as Predevelopment Loan Program, HOME Investment Partnership (HOME) and Community Development Block Grant (CDBG) or private financing.

6. Housing Disaster Relief Strategy

- a. Summary of Strategy:** The Disaster Mitigation Strategy provides up to \$40,000.00 assistance to very low, low and moderate income households following a natural disaster as declared by Executive Order from the President of the United States or the Governor of the State of Florida. This strategy will only be implemented in the event of a natural disaster using any funds that have not yet been encumbered or additional disaster funds are provided through federal, state, or local funding sources.

Disaster funds may be used for items such as, but not limited to:

- a.1 purchase of emergency supplies for eligible households to weatherproof damaged homes;
- a.2 interim repairs to avoid further damage; tree and debris removal required to make the individual housing unit habitable;
 - a.2.1 payment of insurance deductibles for rehabilitation of homes covered under homeowner insurance policies;
 - a.2.2 payment for rehabilitation of homes with non-insured repairs;
 - a.2.3 security deposits and first month rental assistance, for eligible recipients that have been displaced from their homes due to damage caused by the natural disaster if not covered under the homeowner's insurance policy.

a.3 expenditures as approved by Executive Order of Emergency Rule provided by federal, state and local funding agencies

a.4 other emergency housing activities as proposed by the Town of Davie and approved by its funding agency (federal, state, local).

a.5 repairs to roofs in a condominium complex are contingent upon all owners being determined eligible per the funding agencies eligibility guidelines. In the event all residents are not income eligible, the non-eligible residents will be responsible for their portion of the cost of repairs.

a.6 repairs to wind-storm rated manufactured homes.

a.7 purchase assistance of eligible permanent housing unit for eligible income qualified persons under the Town of Davie's Purchase Assistance Strategy.

7. Multifamily Rental Acquisition and/or Rehabilitation Strategy

a. Summary of Strategy: Provides financial assistance to owners of multifamily rental properties in the form of a thirty (30) year deferred payment loan at (0%) interest for the purpose of acquisition, rehabilitation or a combination of acquisition and rehabilitation. The property must be greater than a four (4) unit building. The maximum per unit award is \$20,000.00. Rehabilitated units are to be occupied by eligible families upon completion of rehabilitation. Funds may be used to make essential improvements and to replace major housing systems in danger of failure. Property purchased may be used to provide Homeless Transitional Housing as permitted by local code.

b. Fiscal Years Covered: 2013/2014, 2014/2015, and 2015/2016

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

d. Maximum award is noted on the Housing Delivery Goals Charts:

e. Award; Recapture and Default: The following terms and conditions apply to eligible developer/sponsors/agencies.

Repayment: Eligible developer/agency shall sign a "Restrictive Covenant" for a term consistent with Town of Davie policy (30 years). The full payment will be forgiven in equal amounts over the term of the loan and will be due upon sale, transfer of title, or refinance unless for purposes of lowering the interest rate, during the thirty (30) year affordability "Restrictive Covenant" period. The full amount of the loan shall be forgiven at the end of the thirty

(30) year affordability period and shall not be subject to any further restrictions.

Default: Recapture of funds will occur in the event of default (failure to make required payments on a loan secured by a first mortgage which leads to foreclosure and/or loss of property ownership) or in the event that the developer/owner fails to occupy the units with income eligible persons.

- f. Recipient Selection Criteria:** Town of Davie staff will select and income qualify tenants. Town of Davie staff or a Town selected designee will audit all files and records of developer/ agency on an annual basis.
- g. Sponsor (Developer/Agency) Selection Criteria:** "Eligible Sponsor" means a person or a private or public for profit, not for profit, or government entity that applies for an award for the purpose of providing eligible housing for eligible persons. Preference will be given to the applicant agency that has demonstrated the ability to expend funds within a given time frame and incorporated green building techniques in the rehabilitation of multifamily projects, and has demonstrated its overall knowledge of the Florida Green Building Coalition's techniques.
- h. Additional Information:** SHIP funds may be used to leverage other State, Federal or Bond programs such as HOME and Community Development Block Grant (CDBG).

8. Single Family Rental Acquisition and/or Rehabilitation Strategy

- a. Summary of Strategy:** Provides financial assistance for single family rental properties in the form of a thirty (30) year deferred payment loan at (0%) interest for the purpose of acquisition, rehabilitation or a combination of acquisition and rehabilitation. The maximum per unit award is \$20,000.00. Rehabilitated units are to be rented to eligible families upon completion of rehabilitation. Owners shall be required to maintain ownership of the single family unit for the 30 year period. Notwithstanding, owner may be permitted to sell or transfer the single family unit to another owner upon prior written consent of the Town of Davie. Funds may be used to make essential improvements and to replace major housing systems in danger of failure. Property purchased may be used to provide Homeless Transitional Housing as permitted by local code.
- b. Fiscal Years Covered:** 2013/2014, 2014/2015, and 2015/2016
- c. Income Categories to be served:** Very Low, Low and Moderate
- d. Maximum award is noted on the Housing Delivery Goals Charts:**

- e. **Award; Recapture and Default:** The following terms and conditions apply to eligible developer/sponsors/agencies.

Repayment: Eligible developer/agency shall sign a “Restrictive Covenant” for a term consistent with Town of Davie policy (30 years). The full payment will be forgiven in equal amounts over the term of the loan and will be due upon sale, transfer of title, or refinance unless for purposes of lowering the interest rate, during the thirty (30) year affordability “Restrictive Covenant” period. The full amount of the loan shall be forgiven at the end of the thirty (30) year affordability period and shall not be subject to any further restrictions. Notwithstanding the above, the Town’s loan shall be subject subordination of other funding sources with more restrictive terms and requirements.

Default: Repayment of funds will occur in the event of default (failure to make required payments on a loan secured by a first mortgage which leads to foreclosure and/or loss of property ownership) or in the event that the developer/owner fails to occupy the units with income eligible persons.

- f. **Recipient Selection Criteria:** Town of Davie staff will select and income qualify tenants. Town of Davie staff or Town of Davie selected designee will audit all files and records assembled by the developer/ agency on an annual basis.
- g. **Sponsor (Developer/Agency) Selection Criteria:** "Eligible Sponsor" means a person or a private or public for profit, not for profit, or government entity that applies for an award for the purpose of providing eligible housing for eligible persons. Preference will be given to the applicant agency that has demonstrated experience in acquiring and rehabilitating single family rentals within specific expenditure deadlines as well as incorporates green building techniques in the rehabilitation of multifamily projects, and has demonstrated its overall knowledge of the Florida Green Building Coalition’s techniques.
- h. **Additional Information:** SHIP funds may be used to leverage other State, Federal or Bond programs such as HOME and Community Development Block Grant (CDBG). SHIP funds may be subject to subordination to one or more funding sources with more restrictive terms and requirements.

III. LHAP INCENTIVE STRATEGIES

Section 420.9076 FS

Incentive #1 - Affordable Housing Definition

The definition of affordable housing was originally adopted by Town of Davie Resolution R-97-206 on June 4, 1997. Resolution 98-110, adopted on April 1, 1998, developed a definition for use in the SHIP Program. This was subsequently amended on May 20, 1998 by Resolution 98-175 to ensure consistency and compatibility with the State Statutes as amended on July 1, 1997, and to effectuate the necessary change in the definition of “affordable housing” for the Town of Davie.

Affordable housing is now defined in Davie as:

“...housing is considered affordable when the monthly rents or monthly mortgage payments, including taxes and insurance, do not exceed 30% of an amount representing the percentage of the area’s median annual gross income for the household, and housing for which a household devotes more than 30% of its income shall be deemed affordable if the institutional first mortgage lender is satisfied that the household can afford mortgage payments in excess of the 30% benchmark or, for rental housing, rents do not exceed those limits adjusted for bedroom size published annually by the Florida Housing Finance Corporation.”

This definition conforms to the statutory definition of affordable housing under the Sadowski Act, and is consistent with the definition used by the Broward County Housing Finance and Community Development Division (HF&CDD), which administers the County’s SHIP Program funds.

Additionally, in 1997, the Town of Davie became an “entitlement recipient” of federal Community Development Block Grant (CDBG) Funds which principally benefit persons that earn up to 80% of the median income level. The U.S. Department of HUD also defines “affordable housing” to be housing in which the occupant pays no more than 30% of their adjusted gross income for rent plus utilities, or mortgage (PITI) plus utilities. This is generally consistent with the SHIP Program definition.

Incentive #2 - Expediting Permits

The State Statutes require that the “processing of approvals of development orders or permits, as defined in State Statute 163.3164(7) and (8), for affordable housing projects be expedited to a greater degree than other projects”.

Based on this requirement, the Town’s Housing and Community Development Director was assigned to guide affordable housing developers through the permitting process; and, affordable housing projects/initiatives will be expedited to a greater degree than all other projects in Davie.

The Housing and Community Development Director works closely with the Planning and Zoning Director, Town Engineer, and the Town’s Chief Building Official to ensure that any

“glitches” in the permitting process for affordable housing initiatives are resolved in an expeditious manner.

Resolution 98-110 adopted on April 1, 1998 was amended by Resolution 98-175 on May 20, 1998 and, Resolution 2006-109 adopted on April 5, 2006 to effectuate these changes.

An Affordable Housing Certification will be issued by the Housing and Community Development Director, if appropriate; and, Affordable Housing Flex Units (AFU’s) and/or Flex in Reserve Units will be allocated based on this Certification Process.

Incentive #3 - Modification of Impact, Building Permit, & Related Fees

In order to attract qualified developers of affordable workforce housing, Davie’s Affordable Housing Incentive Strategy (Plan) was amended and restated on April 5, 2006 in Section #3-Fee Waivers as follows: “The Director of Housing and Community Development will carefully review all prospective affordable housing projects, and verify their level of benefit and period of affordability. The waiver of all fee e.g., Park and Recreation Impact Fees, Design Review and Site Plan Processing Fees, Engineering Review Fees, Building Permit Fees Building Permit Fees, etc., will be based on this review. It is acknowledged that the only fee that may not be waived for Affordable Workforce Housing is Water and Sewer Impact Fees; however, nothing prohibits the use of the Town’s SHIP or HOME funds to pay these impact fees in order to reduce the cost of the housing. Deed restrictions or other covenants may be required of all developers to ensure the level and period (length) of affordability is maintained.”

In addition, Davie’s Affordable Housing Incentive Strategy (Plan) was amended and restated on April 5, 2006, to reflect that “An Affordable Housing Certification will be issued by the Housing and Community Development Director, if appropriate; and, Affordable Housing Flex Units (AFU’s) and/or Flex in Reserve Units will be allocated based on this Certification Process.”

Incentive #4 - Parking and Set-Back Requirements

There are currently no parking impact fees or metered parking in the Town of Davie; and, set-back requirements are established in the Town Code for all residential developments.

In those instances where there is vacant property that may not conform to Code requirements (e.g. lot width and set-back requirements), but which would otherwise prove suitable for the development of affordable housing, the Director of the Development Services Department could “administratively waive” certain requirements to effectuate affordable housing e.g., the construction of a new single-family home on a “non-conforming” lot.

Section 12-308 (B) (1) of the Land Development Code currently allows the Town Administrator and/or designee to approve “non-use special permit requests” through a written administrative decision. This process allows administrative approval for minor deviations from the provisions of the Town Code of Ordinances for rear set-backs, building separations, height limitations, and the number of parking spaces.

This administrative process is currently limited to approving: set-back requirements for principal or accessory buildings or structures, the spacing requirement between principal and accessory buildings, and the height of a building or structure, if they are not increased by more than ten (10) percent of that which is permitted by the Code. Additionally the Code permits the administrative approval on the number of parking spaces required, if not reduced by more than twenty (20) percent of the Code.

Davie's Affordable Housing Advisory Committee recommended that Section 12-308 (b) (1) of the Davie Town Code be amended to permit a waiver of up to twenty-five percent (25%) of that which is permitted by Code, for affordable housing initiatives only. This incentive will allow the development of in-fill single family homes on vacant property not otherwise suited for development, and could significantly lower the cost of housing, since the land acquisition costs should be minimal. This recommendation requires a formal amendment to the Town Code.

The Committee also supported the spatial de-concentration of affordable housing units, and recommended the integration of affordable housing units into existing neighborhoods in a cohesive manner, allowing all residents the same amenities and opportunities for a quality life-style.

In regard to parking requirements, national precedents have been set regarding parking variances or reduced requirements for certain types of affordable housing developments. The majority of elderly projects require fewer parking spaces, since many older individuals, particularly those in public housing projects, have already given up their driving privileges.

Each prospective affordable housing project will be reviewed by the Town's Housing and Community Development Director and based on the target population to be served and the period of affordability, will make a recommendation on the reduction in parking requirements, if warranted.

Incentive #5 - Review of Proposed Policies and Procedures on Housing Costs

The Davie Land Development Code, Section 12 Article X "Planning and Development", guides the processing and granting of re-zonings, special permits, variances and vacations or abandonment of rights-of-way in a manner consistent with the Town of Davie's Comprehensive Plan. Section 12-320 through 12-359 established the "Development Review Procedures" for the Town.

The Development Services Director currently reviews all items that relate to growth management, and attends all Town Council and related meetings where proposed policies or procedures would be presented for consideration. The Development Services Department of the Town of Davie encompasses the following Divisions: Building, Occupational Licensing, Planning & Zoning, Engineering, and Code Compliance.

The Development Services Director will identify those proposed policies, procedures, plans, etc., that may impact the development of housing, and forward such to the Town's Housing and Community Development Director for review and comment.

The Housing and Community Development Director will ensure that such proposed action does not negatively impact housing costs or produce a barrier to affordable housing, does not create potential impediments to fair housing choices and other impacts on the provision of affordable housing, and is consistent with the Town's adopted Consolidated Plan for Federal Funds,

The Planning and Zoning Director will work closely with the Housing and Community Development Director to assure consistency with the Town's Comprehensive Plan.

Incentive #6 - Inventory of Publicly Owned Land

The Town of Davie is considered to be one of the largest land-owners; however, the majority of the land that the Town owns is not land suitable for the development of affordable housing since it is already developed and/or is designated for open-space or park improvements.

The Town's Planning and Zoning Division in the Development Services Department, currently maintains a list of all publicly-owned land in Davie. The Advisory Committee recommended that this list be reviewed and updated using Metro Scan or other applicable data, so that current and future uses are identified, as well as any deed-related or other restrictions on the land.

The updated list should be provided to the Housing and Community Development Director, for use in meeting with potential developers of affordable housing.

- B. Adopting Ordinance or Resolution Number or identify local policy:
Town of Davie-Resolutions 98-110 and 98-175
- C. Implementation Schedule (Date):
Upon adoption of the incentive Strategy on April 1, 1998, Incentive Plan was Amended/Restated Plan on 7/23/03, adding incentives for for-profit developers of affordable housing.
- D. Has the plan or strategy been implemented? If no, describe steps that will be taken to implement the Plan.

The Director of the Development Services Department is empowered to waive fees covered by Section 326(d) of the Town Code (Park and Recreation Impact Fees), for affordable housing initiatives in Davie, the town voluntarily Amended/Restated the Affordable Housing Incentive Plan to expand the waiver of fees. The following Building Permit Fee Waivers will apply.

- E. Town’s Affordable Housing Inventory should be published on the Town's website and magazine to promote awareness of affordable housing opportunities.

Incentive #7 - Reservation of Infrastructure Capacity for Housing for Very-Low, Low, and Moderate Income-Persons. (New addition to Plan).

Density for affordable housing needs to be stressed as a key strategy in the Town’s planning documents.

The Town will consider allowances for “flexible lot line configurations” for affordable housing developments.

Incentive #8 - The Allowance of Flexibility in Densities for Affordable Housing. (New addition to Plan).

The Town of Davie should continue to utilize the Broward County Planning Council's administrative rules regarding density bonuses flex and reserve units, where appropriate. **11-04**

Incentive #9 - The Support of Development Near Transportation Hubs and Major Employment Centers and Mixed-Use Developments.

The Town has approved the Regional Activity Center and Transit Oriented Corridor. Encourage mixed use and mixed use development within the Regional Activity Center and Transit Oriented Corridor.

Income Levels	Period of Affordability	Non-Profit	For- To Be Served
30- 50% of median	15 years	100%	100%
51- 80% of median	15 years	100%	75%
81-120% of median	15 years	100%	50%

- a. Status of Strategy - (Is the strategy functioning as intended, (are time frames being met, etc.)

Since adoption of the Affordable Housing Incentive Plan, the Housing and Community Development Department has worked diligently to provide financial incentives for developers of affordable housing, to encourage the provision of quality, affordable housing for Davie’s lower-income residents. The Town has waived over \$8,078,676 in fees and other incentives, as follows:

- \$ 145,000 - New Rental Housing Subsidies and Waivers

- \$ 320,716 - New Rental Housing Subsidies and Waivers
- \$ 316,426 - New Rental Housing Subsidies & Waivers
- \$ 279,544 - Davie CRA Homes – Predevelopment
- \$ 10,000 - Davie CRA Homes – Building Permit and Related Fees
- \$ 35,000 - 2005 DRI Mobile Home Repair/Replacement Program
- \$1,301,614 - Habitat for Humanity Single-Family Homes
- \$2,866,244 - Home Repair/Barrier-Free Grants
- \$ 75,505 - Home Repair Barrier-Free Fee Waivers
- \$ 408,875 - Public Housing Improvements
- \$ 35,744 - Public Housing Fee Waivers
- \$ 892,000 - Purchase Assistance Program
- \$ 106,000 - Villas of Palomino New Townhomes – Fee Waivers
- \$ 250,000 - Town Park Crossing – New Rental Housing Subsidy (HOME)
- \$ 119,450 - Town Park Crossing – New Rental Housing Subsidy (SHIP)
- \$ 110,000 - East Village (Elhinger) Apartments – New Rental Housing Subsidy (SHIP)
- \$ 35,000 - East Village (Ehlinger) Apartments – New Rental Housing Subsidy (Impact Fee Waiver)
- \$ 121,558 - El Jardin Apartments – Rehabilitation Rental Housing Subsidy (HOME)
- \$ 650,000 - El Jardin Apartments – Rehabilitation Rental Housing Subsidy (DRI)

IV. EXHIBITS:

A. BUDGET

LHAP 2013

Exhibit A

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

Effective Date: 07/13

Town of Davie

Estimated Allocation for Calculating:	\$	692,376.00
Fiscal Year _____	2013-14	
Salaries and Benefits	\$	65,737.60
Office Supplies and Equipment	\$	1,000.00
Travel Perdiem Workshops, etc		\$2,000
Advertising		\$500
Other	\$	
Total	\$	69,237.60
Fiscal Year _____	2014-15	
Salaries and Benefits	\$	65,737.60
Office Supplies and Equipment	\$	1,000.00
Travel Perdiem Workshops, etc		\$2,000
Advertising		\$500
Other	\$	
Total	\$	69,237.60
Fiscal Year _____	2015-16	
Salaries and Benefits	\$	65,737.60
Office Supplies and Equipment	\$	1,000.00
Travel Perdiem Workshops, etc		\$2,000
Advertising		\$500
Other	\$	
Total	\$	69,237.60

B. Timeline for Encumbrance and Expenditure: Chapter 67-37.005, F.A.C.

A separate timeline for each fiscal year covered in this plan is attached. 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.

Timeline 2013/2014, 2014/2015, and 2015/2016 (Please open icon for document to read and print)



Microsoft Office
Excel Worksheet

- C. Housing Delivery Goals Chart (HDGC) for each fiscal year covered in the plan: Chapter 67-37.005, F.A.C.**
2013/2014, 2014/2015 and 2015/2016 HDGC – Town of Davie (Please open icon for document to read and print)



Microsoft Office
Excel Worksheet

2015 HDGC – Town of Davie (Please open icon for document to read and print)



Microsoft Office
Excel Worksheet

2016 HDGC – Town of Davie (Please open icon for document to read and print)



Microsoft Office
Excel Worksheet

- D. Certification Page: Chapter 67-37.005, F.A.C.**
Signed Certification is attached as **Exhibit IV-C.**
- E. Adopting Resolution**

Original signed, dated, witnessed or attested adopting resolution is attached as **Exhibit IV-D.**

- F. Program Information Sheet:** *Section 420.9072, F.S.*
Completed program information sheet attached as **Exhibit IV-E.**
- G. Ordinance. Exhibit IV-F.**

EXHIBIT IV-C

**CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION**

Name of Local Government: Town of Davie

- (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.
(Except in Miami Dade County)

Lanaene Roberts
Witness

Judy Paul
Chief Elected Official or designee

Sheila Preston
Witness

Judy Paul, Mayor
Type Name and Title

May 1, 2013
Date

OR
Lucretia Mundy
Attest:



EXHIBIT IV-D

RESOLUTION APPROVING SHIP LHAP

EXHIBIT IV-E

PROGRAM INFORMATION SHEET
STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) PROGRAM
INFORMATION SHEET

LOCAL GOVERNMENT: Town of Davie

CHIEF ELECTED OFFICIAL (Mayor, Chairman, etc.): Judy Paul

ADDRESS: 6591 Orange Drive, Davie, FL 33314

SHIP ADMINISTRATOR: Giovanni Moss, Director, Housing & Community Development

ADDRESS: 4700 SW 64th Avenue, Suite D, Davie, FL 33314

TELEPHONE: (954) 797-1173 FAX: (954) 797-2058

EMAIL ADDRESS: Giovanni_Moss@davie-fl.gov

ADDITIONAL SHIP CONTACTS: Melanie Lerch, Neighborhood Resource Specialist

ADDRESS: 4700 SW 64th Avenue, Suite D, Davie, FL 33314

EMAILADDRESS: Melanie_Lerch@davie-fl.gov

INTERLOCAL AGREEMENT: YES/NO (IF yes, list other participants in the inter-local agreement):

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

LOCAL GOVERNMENT EMPLOYER FEDERAL ID NUMBER: 59-6046527

MAIL COPIES OF DISBURSEMENT TO: Housing & Community Development

ADDRESS: 4700 SW 64th Avenue, Suite D, Davie, FL 33314

OR IF YOUR FUNDS ARE ELECTRONICALLY TRANSFERRED PLEASE COMPLETE THE ATTACHED FORM:

NO CHANGE FROM PREVIOUS ELECTRONIC FORM SUBMITTED.

Provide any additional updates the Corporation should be aware of in the space below:

The Town of Davie no longer partners with Broward County under an Interlocal Agreement. Broward County advised that it terminated the Interlocal Agreement for the 2013/2014 Program Year. Please return this form to: SHIP PROGRAM MANAGER, FHFC 227 N. BRONOUGH ST, STE 5000 TALLAHASSEE, FL 32301 Fax: (850) 922-7253

AN ORDINANCE OF THE TOWN OF DAVIE, FLORIDA, PROVIDING FOR THE ESTABLISHMENT OF A LOCAL HOUSING ASSISTANCE PROGRAM, CREATING A LOCAL AFFORDABLE HOUSING TRUST FUND AND PROVIDING FOR THE ESTABLISHMENT OF A LOCAL HOUSING ASSISTANCE PLAN (LHAP) PURSUANT TO THE REQUIREMENTS OF THE STATE HOUSING INITIATIVES PARTNERSHIP (SHIP) ACT, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in 1997, the Town of Davie became an “entitlement recipient” of Federal and State Funds; and

WHEREAS, the Town of Davie has received State Housing Initiatives Partnership (SHIP) funds since becoming an “entitlement recipient”; and

WHEREAS, through an Interlocal Agreement the Town has partnered with Broward County in the implementation of a Local Housing Assistance Plan providing for development and/or rehabilitation of single family and multi-family “for sale” and rental affordable housing units in the Town of Davie; and

WHEREAS, Broward County has determined that it in their best interest to terminate the Interlocal Agreement between the Town of Davie and the County; and

WHEREAS, in order for the Town of Davie to continue to receive SHIP funds, it must establish a local housing assistance program by ordinance; and

WHEREAS, the State Housing Initiatives Partnership Act (“Act”) as contained in Sections 420.907 and 420.9079, Florida Statutes, provides for the establishment of a local housing assistance program; and

WHEREAS, the Town of Davie has a Comprehensive Plan which encourages the Town of Davie to implement affordable housing measures; and

WHEREAS, the Town of Davie intends to establish and implement a local housing assistance program; and

WHEREAS, it is in the best interest of the Town of Davie that an affordable housing assistance program be established to provide affordable housing opportunities for its citizens; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. That the foregoing “WHEREAS” clause are hereby ratified and confirmed and are made a part of this Ordinance upon adoption.

SECTION 2. There is hereby established a Local Housing Assistance Program through the State Housing Initiatives Partnership Act as contained in Sections 420.907 through 420.9079, Florida Statutes.

SECTION 3. A State Housing Initiatives Partnerships (SHIP) affordable housing assistance trust fund (“Fund”), as described in Section 420.9075(b) of the Act, is hereby established and shall be documented within the official and fiscal accounting records of the Town of Davie. All monies deposited in the Fund shall be subject to the requirements of the Act and any Town Ordinances regarding the Fund. The Town shall cause the Fund to be audited and shall report the results of such audit as required by the Act. The affordable housing trust fund shall be separately accounted.

SECTION 4. The Town shall establish by resolution, a Local Housing Assistance Plan (“LHAP”), as defined in Section 420.9071(14) of the Act, to be implemented through a local housing assistance partnership as defined in Section 420.9071(18) of the Act.

SECTION 5. Pursuant to the requirements of the Act, an Affordable Housing Advisory Committee consisting of at least eleven (11) members with varying qualifications as provided in Section 420.9076 of the Act was created by Ordinance 97-27 on May 21, 1997, which automatically sunsets after one (1) year from its creation.

SECTION 6. Pursuant to Florida Administrative Code Chapter 67-37, the Affordable Housing Advisory Committee was recreated by Ordinance 2008-23, approved June 18, 2008 which is made up of at least eleven (11) members with varying qualification which and shall meet at least annually; but, is anticipated to meet tri-annually.


SECTION 7. That all Ordinances or parts of Ordinances that are in conflict herewith are to the extent of conflict, hereby repealed.

SECTION 8. If any section, subsection, sentence, clause, phrase or portion of this ordinance, is for any reason, held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the remaining portion of this ordinance.

SECTION 9. Effective Date. This Ordinance shall take effect immediately upon its passage.

PASSED ON FIRST READING THIS 20th DAY OF March, 2013.

PASSED ON SECOND READING THIS 3rd DAY OF April, 2013.


MAYOR/COUNCILMEMBER

ATTEST:


TOWN CLERK

APPROVED THIS 3rd DAY OF April, 2013.

FLORIDA HOUSING FINANCE CORPORATION

HOUSING DELIVERY GOALS CHART

STRATEGIES FOR THE LOCAL HOUSING ASSISTANCE PLAN FOR STATE FISCAL YEAR: 2015

Please check applicable box, & if Amendment, enter number

New Plan:		X
Amendment:		
Fiscal Yr. Closeout:		2014

Name of Local Government:	Town of Davie						Available Funds:	\$692,376.00							
										A	B	C	D	E	F
HOME OWNERSHIP STRATEGIES	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	MI Units	Max. SHIP Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without Construction SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units			
Down payment/Closing Costs Assistance	0	\$40,000	0	\$40,000	0	\$40,000	\$0.00	\$40,000.00	\$0.00	\$100,000.00	23.00%	0			
Home Repair	0	\$60,000	0	\$60,000	0	\$60,000	\$0.00	\$300,000.00	\$0.00	\$300,000.00	13.00%	0			
Special Needs/Barrier Free	0	\$60,000	0	\$60,000	0	\$60,000	\$0.00	\$156,340.00	\$0.00	\$156,340.00	5.00%	0			
New Construction Assistance	0	\$80,000	0	\$80,000	0	\$80,000	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0			
Disaster Relief	0	\$40,000	0	\$40,000	0	\$40,000	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0			
Subtotal 1 (Home Ownership)	0		0		0		\$0.00	\$496,340.00	\$0.00	\$556,340.00	41.00%	0			
										RENTAL STRATEGIES	Total	Total	Total		
	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	MI Units	Max. SHIP Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without Construction SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units			
Rental New Construction	0	\$60,000	0	\$60,000	0	\$60,000	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0			
Single Family Rental Acquisition and/or Rehab	0	\$20,000	0	\$20,000	0	\$20,000	\$0.00	\$0.00	\$0.00						
Subtotal 2 (Non-Home Ownership)	0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0			
Admin. From Program Income										\$61,816.00	8.93%				
Home Ownership Counseling											0.00%				
GRAND TOTAL	0		0		0		\$0.00	\$496,340.00	\$0.00	\$618,156.00	49.93%	0			
Add Subtotals 1 & 2, plus all Admin. & HO Counseling															
Percentage Construction/Reh										Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.		72%			
Maximum Allowable Purchase Price:										New	\$329,268	Existing	\$329,268		
Allocation Breakdown										Amount	%				
Very-Low Income	\$260,000						Projected Program Income:				Max Amount Program Income For Admin: \$0.00				
Low Income	\$156,340						Projected Recaptured Funds:								
Moderate Income	\$140,000						Distribution:								
TOTAL	\$556,340.00						Total Available Funds:		\$618,155.00						
												07-Jun-13			

FLORIDA HOUSING FINANCE CORPORATION

HOUSING DELIVERY GOALS CHART

STRATEGIES FOR THE LOCAL HOUSING ASSISTANCE PLAN FOR STATE FISCAL YEAR: 2014

Please check applicable box, & if Amendment, enter number

New Plan:		X
Amendment:		
Fiscal Yr. Closeout:		2013

Name of Local Government:	Town of Davie						Available Funds:	\$692,376.00				
							A	B	C	D	E	F
HOME OWNERSHIP STRATEGIES	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	MI Units	Max. SHIP Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without Construction SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units
Down payment/Closing Costs Assistance	0	\$40,000	0	\$40,000	0	\$40,000	\$0.00	\$40,000.00	\$40,000.00	\$100,000.00	23.00%	0
Home Repair	0	\$60,000	0	\$60,000	0	\$60,000	\$0.00	\$300,000.00	\$0.00	\$300,000.00	13.00%	0
Special Needs/Barrier Free	0	\$60,000	0	\$60,000	0	\$60,000	\$0.00	\$156,340.00	\$0.00	\$156,340.00	5.00%	0
New Construction Assistance	0	\$80,000	0	\$80,000	0	\$80,000	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0
Disaster Relief	0	\$40,000	0	\$40,000	0	\$40,000	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0
Subtotal 1 (Home Ownership)	0		0		0		\$0.00	\$496,340.00	\$40,000.00	\$556,340.00	41.00%	0
RENTAL STRATEGIES	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	MI Units	Max. SHIP Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without Construction SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units
Rental New Construction	0	\$60,000	0	\$60,000	0	\$60,000	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0
Single Family Acquisition and/or Rental		\$20,000	0	\$20,000	0	\$20,000	\$0.00	\$0.00	\$0.00			
Subtotal 2 (Non-Home Ownership)	0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0
Administration Fees										\$61,816.00	8.93%	
Admin. From Program Income											0.00%	
Home Ownership Counseling												
GRAND TOTAL							\$0.00	\$496,340.00	\$40,000.00	\$618,156.00	49.93%	0
Add Subtotals 1 & 2, plus all Admin. & HO Counseling	0		0		0		\$0.00	\$496,340.00	\$40,000.00	\$618,156.00	49.93%	0
Percentage Constr./Reh	Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.										72%	
Maximum Allowable Purchase Price:							New	\$329,268	Existing	\$329,268		
Allocation Breakdown	Amount		%				Projected Program Income:				Max Amount Program Income For Admin: \$0.00	
Very-Low Income	\$260,000		42.0%				Projected Recaptured Funds:					
Low Income	\$156,340		25.0%				Distribution:					
Moderate Income	\$140,000		23.0%				Total Available Funds:		\$618,155.00			
TOTAL	\$556,340.00		90.0%								07-Jun-13	

FLORIDA HOUSING FINANCE CORPORATION

HOUSING DELIVERY GOALS CHART

STRATEGIES FOR THE LOCAL HOUSING ASSISTANCE PLAN FOR STATE FISCAL YEAR: 2016

Please check applicable box, & if Amendment, enter number

New Plan:		X
Amendment:		
Fiscal Yr. Closeout:		2015

Name of Local Government:	Town of Davie						Available Funds:	\$692,376.00							
										A	B	C	D	E	F
HOME OWNERSHIP STRATEGIES	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	MI Units	Max. SHIP Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without Construction SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units			
Down payment/Closing Costs Assistance	0	\$40,000	0	\$40,000	0	\$40,000	\$0.00	\$50,000.00	\$50,000.00	\$100,000.00	19.00%	0			
Home Repair	0	\$60,000	0	\$60,000	0	\$60,000	\$0.00	\$300,000.00	\$0.00	\$300,000.00	53.00%	0			
Special Needs/Barrier Free	0	\$60,000	0	\$60,000	0	\$60,000	\$0.00	\$156,340.00	\$0.00	\$156,340.00	28.00%	0			
New Construction Assistance	0	\$80,000	0	\$80,000	0	\$80,000	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0			
Disaster Relief	0	\$40,000	0	\$40,000	0	\$40,000	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0			
Subtotal 1 (Home Ownership)	0		0		0		\$0.00	\$506,340.00	\$50,000.00	\$556,340.00	100.00%	0			
RENTAL STRATEGIES	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	MI Units	Max. SHIP Award	New Construction SHIP Dollars	Rehab/Repair SHIP Dollars	Without Construction SHIP Dollars	Total SHIP Dollars	Total Percentage	Total Units			
Rental New Construction	0	\$60,000	0	\$60,000	0	\$60,000	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0			
Single Family Rental Acquisition and/or Rehab	0	\$20,000	0	\$20,000	0	\$20,000	\$0.00	\$0.00	\$0.00						
Subtotal 2 (Non-Home Ownership)	0		0		0		\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0			
Administration Fees										\$61,816.00	8.93%				
Admin. From Program Income											0.00%				
Home Ownership Counseling															
GRAND TOTAL	0		0		0		\$0.00	\$506,340.00	\$50,000.00	\$618,156.00	108.93%	0			
Add Subtotals 1 & 2, plus all Admin. & HO Counseling															
Percentage Construction/Reh										Calculate Constr./Rehab Percent. by adding Grand Total Columns A&B, then divide by Annual Allocation Amt.		73%			
Maximum Allowable Purchase Price:										New	\$329,268	Existing	\$329,268		
Allocation Breakdown										Amount	%				
Very-Low Income	\$260,000						Projected Program Income:				Max Amount Program Income For Admin: \$0.00				
Low Income	\$156,340						Projected Recaptured Funds:								
Moderate Income	\$140,000						Distribution:								
TOTAL	\$556,340.00						Total Available Funds:		\$618,155.00						
												07-Jun-13			

TIMETABLE FOR STATE FISCAL YEAR 2013/2014

Name of Local Government: Town of Davie Local Housing Partnership

Program	Year 2013/2014												2014/2015												2015/2016																										
	Month	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12								
Advertise Availability of Funds		x												x												x																									
Application Period(On-Going)			x	x	x	x	x	x	x	x	x	x	x		x	x	x	x	x	X	X	X	X	X	X		x	x	x	x	x	x	x	x	x	x	x	x													
Start Program Year		x												x												x																									
Annual Report				x												x												x																							
Mid-Year Review/Adjustments							x												x													x																			
End-Year Review/Adjustments												x												x														x													
Encumbrance Deadline												x												x														x													

Directions: Type in the applicable years across the top line.
 List Program Activities down left hand side. Type in an "X"
 on applicable activity line under month and year the activity will be initiated or completed.
 At a minimum the following activities should be included:

- 1) Advertise availability of funds and application period
- 2) Encumbrance of funds (12 months following end of State Fiscal Year)
- 3) Expenditure of funds (24 months following end of State Fiscal Year).
- 4) Submit Annual Report to FHFC (September 15th)