



Hallandale Beach Community Redevelopment Agency
Board of Directors Meeting
Agenda Cover Memo

Meeting Date:	February 20, 2018		Item Type:	Resolution X	Ordinance	Other	
Fiscal Impact:	Yes	No	Ordinance Reading:		1 st Reading		2 nd Reading
	X		Public Hearing:		Yes	No	Yes
Funding Source:	130-5910-583040		Advertising Requirement:		Yes	No	
						X	
Account Balance:	\$1,490,000.00						
Project Number:			RFP/RFQ/Bid Number:		N/A		
Contract/P.O. Required:	Yes	No	Strategic Priority (Enter X in box):				
	X		<p>Capital Improvements <input type="checkbox"/></p> <p>Goal 1 - Undertake Total Improvements of Public Realm <input type="checkbox"/></p> <p>Goal 2 - Promote Public/Public and Public/Private Partnership <input type="checkbox"/></p> <p>Promote Projects with Large-Scale Impacts <input type="checkbox"/></p> <p>Goal 1 – Issue a Request for Proposals (RFP) for NW infill Housing <input type="checkbox"/></p> <p>Goal 2 – Issue a Request for Qualifications (RFQ) for Dixie Highway/Foster Road parcel <input type="checkbox"/></p> <p>Priority Area:</p> <p>North West Quadrant <input type="checkbox"/></p> <p>FEC Corridor <input type="checkbox"/></p> <p>Southwest Quadrant <input type="checkbox"/></p> <p>Northeast Quadrant <input type="checkbox"/></p> <p>Southeast Quadrant <input type="checkbox"/></p>				
Sponsor Name:	Roger M. Carlton HBCRA Executive Director		Department:		HBCRA		



Short Title:

A RESOLUTION OF CHAIR AND BOARD OF DIRECTORS OF THE HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY APPROVING THE REVISION OF THE RESIDENTIAL PROGRAMS AND TO MOVE AWAY FROM A SINGLE POLICY MANUAL TO INDIVIDUAL RESIDENTIAL PROGRAM POLICIES IN ORDER FOR APPLICANTS TO BETTER UNDERSTAND THE APPLICATION AND PROCESS; AND FOR STAFF TO BETTER MANAGE THE RESIDENTIAL PROGRAMS; AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE ALL STEPS NECESSARY AND APPROPRIATE TO IMPLEMENT THE REVISED TERMS OF THE RESIDENTIAL PROGRAMS; AND PROVIDING AN EFFECTIVE DATE.

Staff Summary:

Background:

The existing Hallandale Beach Community Redevelopment Agency (HBCRA) Policy Manual, regulates the procedures used to accomplish some of the goals of the HBCRA's Implementation Plan. The Agency's most recent Policy Manual was approved by the HBCRA Board of Directors in November 2013 and revised on April 2016 in order to amend terms for the Business Façade Program.

The HBCRA Policy Manual created in 2013 established new guidelines for the Residential Programs: First Time Homebuyer's Program (FTHB), Neighborhood Improvement Program (NIP), Replacement Home Program (RHP), Hurricane Shutter/Impact Glass Program (HSIGP) and the Paint Program (PP) (Exhibit 2: HBCRA Policy Manual November 2013).

Current Situation:

The current HBCRA Residential Program Policy has not been reviewed, updated or revised since November 2013. In order to begin the process of evaluating all CRA programs (both residential and commercial) and make recommendation for potential changes, HBCRA Fiscal Management Analyst conducted a review of both the residential programs and commercial programs beginning the third quarter of FY16/17 until the first quarter of FY17/18.

The current residential policy is silent on many issues including subordination, and does not provide for any increases in construction costs for the RHP program, large scale target area redevelopment improvements, or for workforce housing assistance. The proposed residential programs revision separate the programs and moves away from a single Policy Manual in order for applicants to understand the application and entire process better, and for Staff to be able to manage it better.

Each residential program will now have its own description and requirements as well as the application for that program in separate documents. The revision of the policy will allow for



HBCRA Staff to better achieve goals outlined in the CRA Implementation Plan. Below are the recommended changes to the residential programs:

First Time Homebuyers

The existing FTHB program was created to assist a first time buyer in actualizing his/her goal of becoming a homeowner. The HBCRA offered the down payment assistance program to make the home more affordable for the first buyer whose income falls between the 50 to 120 percent median income, currently \$30,500 to \$73,200 for a household of two. Approximately ten home buyers are expected to use this program in FY17/18. Staff proposed revision to the FTHB program addresses the following:

- The program will provide an incentive of up to \$5,000 in down payment assistance for workforce housing buyers (between 120 and 140 percent median income currently \$73,200 to \$85,400 for a household of two) to purchase their home in the CRA district.
- The program will preserve the benefits available for affordable housing buyers (between 50 and 120 percent median income) where they can receive up to \$50,000 in gap funding and closing cost.
- The property must be the primary residence of the buyer and must be homesteaded. If the buyer closes after Broward County's homestead deadline then the buyer must homestead the property within a year of closing.

Neighborhood Improvement Program

The purpose of the existing NIP program is to assist homeowners with improvements to the façade of their residential property. This allows for better conditions eliminating slum and blight in the area and increase in property values. Staff proposed revision to the NIP program addresses the following:

- Under the current policy the home had to be the primary residence of the owner to participate in the program. The proposed revised policy expands the NIP to embrace non-owner occupied dwellings.
- The current NIP program loans are 100% forgivable. The policy recommendation is to maintain the forgiveness percentage for qualified applicants while providing partial tiered forgiveness for applicants falling in the higher household income brackets (above 50 percent). For example a household of two making \$30,500 and below would receive a 100 percent forgiveness loan while a household of the same size making more than \$30,500 but less than \$48,800 would receive a 60 percent forgiveness.

Special Focus Area

The current policy does not have provisions for a Special Focus Area. This would be a new addition to what the HBCRA residential program has to offer. This recommendation gives the HBCRA Executive Director the latitude of designating areas for large scale improvements such as enhanced streetscapes projects on specific streets that include Florida Friendly landscaping.



For example, in areas where the HBCRA is building new single family homes, the NIP can assist homeowners of that area and at the same time conduct streetscape improvements that will greatly improve the area and help to increase property value.

Replacement Home Program

The existing RHP program was designed primarily to assist residents with home replacement if the cost of improvements to the home exceeded 50 percent of the Property Appraiser's assessed value of the home. It is expected that one replacement home will be constructed in FY17/18.

- The RHP is a subset of the NIP program. Applicants are identified to be eligible for this program once the property assessment, ordered by the HBCRA, proves that the costs of the recommended improvements exceed 50 percent of the assessed value of the property.
- The current RHP program had no built-in provision for increase cost of construction of a new home. The recommendation is to bring this program cost to industry standards with consideration for permitting, design and architectural services. Language was added to address co-applicants and transfer of ownership.
- The current policy provides for a \$75,000 loan forgiveness over a five year period. The proposed recommendation is for a \$100,000 forgiveness over a ten year period providing that the owner makes regular on time payments.

Hurricane Shutters/Impact Program

The existing hurricane shutters and impact glass program is to assist with the prevention of storm related damages. It is expected that approximately 73 residents will utilize this program in FY17/18.

- This program provides residents with a \$1,500 rebate after they have made the necessary improvements and make upfront payments to the contractor for installation of shutters or impact glass windows/doors. Funding remains the same but the language and requirements are more refined. For example, the recommended policy is clear with its requirement that the property cannot be rented out. Also, the length of time to acquire a permit and complete the project was extended from 60 to 75 days.

Paint Program

The paint program is offered to assist residents with paint and paint related items to improve the aesthetics of the home where paint chipping/peeling is visible. It is anticipated that approximately 25 households will utilize this program in FY17/18.

The paint program is currently offered to assist residents to paint their own homes. Applicants who want to do their own painting will still have the benefit of the \$500 voucher. The proposed changes will enhance the program so it will attract other residents who may not want to do the painting themselves but prefer the expertise of a contractor. Homeowners or property owners



utilizing the services of a qualified paint company/contractor can receive assistance of up to \$2,500 for single family dwellings and \$5,000 for multi-unit dwellings with the HBCRA paying a portion of the cost and the applicant paying the remainder (see chart below).

Dwelling Type	Painting Cost	HBCRA Covers	Owner Pays
Single Family Dwelling	Up to \$2,500	90% of the cost	10% of the cost
Multi-Unit Dwelling	Up to \$5,000	75% of the cost	25% of the cost

Upon the Board of Directors approval of the newly revised residential program policies, the HBCRA Executive Director shall be authorized to expend all program related expenses not to exceed the limits provided for each program. Expenditures which exceed the Executive Director's authorized program approval limits, shall be brought back before the Board of Directors for approval.

Fiscal Impact:

For FY17/18 there will be no fiscal impact. However in FY18/19 and subsequent fiscal years the recommended changes to the Residential Programs will result in an increase of the program budget.

The FTHB program will provide up to \$50,000 for a new affordable housing buyer and will also include up to \$5,000 in down payment assistance for a workforce housing buyer.

The NIP program will increase from up to \$30,000 to up to \$50,000 for single family homes and for multi- unit dwelling from \$50,000 to up to \$75,000. The Special Focus Area incentive budget is recommended to be \$150,000 in FY17/18 in order to target specific areas.

The Replacement Home Program will increase from \$150,000 to \$250,000 or industry price at time of replacement.

The hurricane shutter/impact program rebate amount, per property remains the same.

The paint program increased from \$500 to an amount not to exceed \$5,000, if a qualified contractor is utilized, and includes owner financial contribution provisions.

These increases will allow the HBCRA to achieve higher impact community redevelopment and revitalization which is a goal outlined in the current CRA implementation plan.



Proposed Action:

Staff recommends approval of the attached Resolution (Exhibit 1) authorizing the Executive Director to execute the attached revised residential program policy.

Attachment(s):

Exhibit 1 – Resolution
Exhibit 2 – 2013 HBCRA Policy Manual
Exhibit 3 - Proposed HBCRA Residential Policy

A blue ink signature, appearing to be "Lovern Parks", written over a horizontal line.

Prepared by: Lovern Parks, Community Redevelopment Specialist

A black ink signature, appearing to be "Jeremy Earle", written over a horizontal line.

Reviewed by: Jeremy Earle, Ph.D., AICP, Assistant City Manager