

**ST. PETERSBURG CITY COUNCIL**  
**Consent Agenda**  
**Meeting of February 2, 2017**

**TO:** The Honorable Darden Rice, Chair, and Members of City Council

**SUBJECT:** A resolution approving a supplemental appropriation in the amount of \$36,509 from an increase in the unappropriated balance of the SHIP Fund (1019), resulting from the receipt of an additional allocation from the Florida Housing Finance Corporation (“FHFC”) for FY 2016-2017 to the SHIP Program, Housing and Community Development Department (082), Housing Administration Division (1089); authorizing the Mayor or his designee to execute all documents necessary to effectuate this transaction; and providing an effective date.

**EXPLANATION:** The State Housing Initiatives Partnership (“SHIP”) Program, is created in the State Housing Initiatives Partnership Act, Chapter 420.907 – 420.9079, Florida Statutes (“Act”), for the purpose of providing assistance through the transfer of funds from documentary stamps generated from the sale of residential properties to the Florida Housing Finance Corporation (“FHFC”) for use by local governments in implementing SHIP Programs to produce and preserve affordable housing.

In 2013, the Legislative Budget Commission approved a \$10 million allocation from the National Mortgage Settlement funds to provide foreclosure counseling services to be administered by Florida Housing through the Foreclosure Counseling Program (FCP). The funding has allowed Florida Housing to carry out the following activities:

- Help prevent homeowners from going into foreclosure; and
- Provide at-risk homeowners with financial management education to help them better manage their money and assist them with credit problems to become financially stable.

As part of the housing bill passed by the 2016 Legislature and signed by the Governor, language related to the FCP program allows Florida Housing to expand the types of counseling that can be provided to homeowners and prospective homebuyers. Among the new activities approved as eligible under FCP is up to \$3 million in funds for counseling (primarily pre-purchase counseling) to be transferred to SHIP. The funds are being allocated using the population formula with a minimum per county of \$10,000.

The City is scheduled to receive an additional allocation in the amount of \$36,509 of which 10% (\$3,651) of the funding may be used for Administration, which requires a supplemental appropriation of the Allocation to the SHIP Program, Housing and Community Development Department (082), Housing Administration Division (1089).

The funding may be used by the City for:

- First-time homebuyer counseling
- Foreclosure prevention counseling
- Financial coaching
- Financial management education

- Extended financial management

Funding may not be used for other counseling activities such as homeowner training related to housing rehabilitation. The use of this funding will allow local governments to:

- Provide first-time homebuyer counseling that may already be provided using SHIP funds. With the use of these FCP funds, you are able to use those SHIP funds for direct assistance such as down payment assistance.
- Provide additional counseling that has not been funded previously such as foreclosure prevention or financial coaching.

The funds will be considered FY 2016-2017 funds and be reported as housing counseling funds on the closeout report for that year when due. These activities can be carried out by HUD approved counseling agencies that the local government partners with (as a sub-recipient or sponsor) or by staff that have appropriate training and are certified to provide the training. The City must commit all funding by June 30, 2018, and expend all funding by June 30, 2019.

**RECOMMENDATION:** Administration recommends that City Council adopt the attached resolution approving a supplemental appropriation in the amount of \$36,509 from an increase in the unappropriated balance of the SHIP Fund (1019), resulting from the receipt of an additional allocation from the Florida Housing Finance Corporation ("FHFC") for FY 2016-2017 to the SHIP Program, Housing and Community Development Department (082), Housing Administration Division (1089); authorizing the Mayor or his designee to execute all documents necessary to effectuate this transaction; and providing an effective date.

**COST/FUNDING/ASSESSMENT INFORMATION:** Revenues of \$36,509 will be received from the FHFC. A supplemental appropriation in the amount of \$36,509 from the increase in the unappropriated balance of the SHIP Fund (1019), resulting in these additional revenues to the SHIP Program, Housing and Community Development Department (082) Housing Administration Division (1089) is required.

Attachments: Resolution

APPROVALS:

Administration: \_\_\_\_\_

*JWD*

Budget: \_\_\_\_\_

*Deurisc Fuller 6.5.17*

Legal: 00301760.doc V. 1

Resolution No. 2017 - \_\_\_\_\_

A RESOLUTION APPROVING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$36,509 FROM AN INCREASE IN THE UNAPPROPRIATED BALANCE OF THE SHIP FUND (1019), RESULTING FROM THE RECEIPT OF AN ADDITIONAL ALLOCATION FROM THE FLORIDA HOUSING FINANCE CORPORATION ("FHFC") FOR FY 2016-2017, TO THE SHIP PROGRAM, HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT (082), HOUSING ADMINISTRATION DIVISION (1089); AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State Housing Initiatives Partnership ("SHIP") Program is created in the State Housing Initiatives Partnership Act, Chapter 420.907 – 420.9079, Florida Statutes ("Act"); and

WHEREAS, the SHIP Program transfers documentary stamp revenues to the Florida Housing Finance Corporation ("FHFC") for allocation to local governments for use in implementing SHIP Programs to produce and preserve affordable housing; and

WHEREAS, in 2013 the Legislature Budget Commission approved a \$10 million allocation from the National Mortgage Settlement funds to provide foreclosure counseling services to be administered by Florida Housing through the Foreclosure Counseling Program (FCP); and

WHEREAS, the funding has allowed Florida Housing to carry out the following activities:

- Help prevent homeowners from going into foreclosure; and
- Provide at-risk homeowners with financial management education to help them better manage their money and assist them with credit problems to become financially stable

; and

WHEREAS, as part of the housing bill passed by the 2016 Legislature and signed by the Governor, language related to the FCP program allows Florida Housing to expand the types of counseling that can be provided to homeowners and prospective homebuyers; and

WHEREAS, among the new activities approved as eligible under FCP is up to \$3 million in funds for counseling (primarily pre-purchase counseling) to be transferred to SHIP; and

WHEREAS, the City is scheduled to receive an additional allocation in the amount of \$36,509, of which 10% (\$3,651) of the funding may be used for Administration, which requires a



**State Housing Initiatives Partnership (SHIP) Program  
Housing Counseling Funding Certification and Request**

Florida Housing Finance Corporation is making funding available from the Foreclosure Counseling Program to be used as SHIP funds for the specific purpose of providing housing counseling for the following activities only:

- First-time homebuyer counseling
- Foreclosure prevention counseling
- Financial coaching
- Financial management education
- Extended financial management

Each SHIP eligible local government may request funding up to the corresponding amount detailed in **Exhibit A**. This funding will be considered as part of the 2016-2017 fiscal year and must be expended and reported in accordance with program requirements for such funding.

**Request:**

City of St. Petersburg requests \$ 36,509.  
*(local government)*

**Certification<sup>1</sup>:**

I hereby certify that the funding disbursed for housing counseling will be used only for the stated purposes above and that all funding will be expended and reported as part of the 2016-2017 fiscal year annual report in accordance with program requirements.

  
\_\_\_\_\_  
Signature

City Administrator  
\_\_\_\_\_  
Title

Gary G. Cornwell  
\_\_\_\_\_  
Print Name

12/19/2016  
\_\_\_\_\_  
Date

<sup>1</sup> The certification must be signed by the chief elected official or the City/County Manager. If any other local government staff person signs the form, it must be accompanied by a signed letter from the chief elected official or City/County Manager designating the staff person as an authorized signatory.