



SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

2021-2022, 2022-2023, 2023-2024



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**I. Program Details:**

**A. LG(s)**

Name of Local Government	Lake County
Does this LHAP contain an interlocal agreement?	No
If yes, name of other local government(s)	

**B. Purpose of the program:**

- To meet the housing needs of the very low, low and moderate-income households;
- To expand production of and preserve affordable housing; and
- To further the housing element of the local government comprehensive plan specific to affordable housing.

**C. Fiscal years covered by the Plan: 2021-2022, 2022-2023, 2023-2024**

**D. Governance:** The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37, Florida Administrative Code. Cities and counties must be in compliance with these applicable statutes, rules and any additional requirements as established through the Legislative process.

**E. Local Housing Partnership:** The SHIP Program encourages building active partnerships between government, lending institutions, builders and developers, not-for-profit and community-based housing providers and service organizations, providers of professional services related to affordable housing, advocates for low-income persons, real estate professionals, persons or entities that can provide housing or support services and lead agencies of the local continuums of care.

**F. Leveraging:** The Plan is intended to increase the availability of affordable residential units by combining local resources and cost saving measures into a local housing partnership and using public and private funds to reduce the cost of housing. SHIP funds may be leveraged with or used to supplement other Florida Housing Finance Corporation programs and to provide local match to obtain federal housing grants or programs.

**G. Public Input:** Public input was solicited through face to face meetings with housing providers, social service providers and local lenders and neighborhood associations. Public input was solicited through the local newspaper in the advertising of the Local Housing Assistance Plan and the Notice of Funding Availability.

**H. Advertising and Outreach:** SHIP funding availability shall be advertised in a newspaper of general circulation and periodicals serving ethnic and diverse neighborhoods, at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.

**I. Waiting List/Priorities:** A waiting list will be established when there are eligible applicants for strategies that no longer have funding available. Those households on the waiting list will be notified of their status. Applicants will be maintained in an order that is consistent with the time completed applications were submitted as well as any established funding priorities as described in this plan.



The following priorities for funding (very low income, Special Needs, etc.) described/listed here apply to all strategies unless otherwise stated in an individual strategy in Section II:

- Special Needs Households:
  - a. Very Low
  - b. Low
  - c. Moderate
- Essential Services Personnel:
  - a. Very Low
  - b. Low
- After Special Needs and Essential Personnel, the following:
  - a. Very Low
  - b. Low
  - c. Moderate

**J. Discrimination:** In accordance with the provisions of Sections.760.20-760.37, Florida Statutes, it is unlawful to discriminate on the basis of race, color, religion, sex, national origin, age, handicap, or marital status in the award application process for eligible housing.

**K. Support Services and Counseling:** 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, Foreclosure Counseling and Transportation. Clients will be referred to Consumer Debt Counselors to determine mortgage readiness.

**L. Purchase Price Limits:** The sales price or value of new or existing eligible housing may not exceed 90% of the average area purchase price in the statistical area in which the eligible housing is located. Such average area purchase price may be that calculated for any 12-month period beginning not earlier than the fourth calendar year prior to the year in which the award occurs. The sales price of new and existing units, which can be lower but may not exceed 90% of the median area purchase price established by the U.S. Treasury Department or as described above.

The methodology used is:

U.S. Treasury Department	X
Local HFA Numbers	

**M. Income Limits, Rent Limits and Affordability:** The Income and Rent Limits used in the SHIP Program are updated annually by the Department of Housing and Urban Development and posted at [www.floridahousing.org](http://www.floridahousing.org).

*“Affordable” means that monthly rents or mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071, F.S. However, it is not the intent to limit an individual household’s ability to devote more than 30% of its income for housing, and housing for which a household devotes more than 30% of its income shall be deemed Affordable if the first institutional mortgage lender*



*is satisfied that the household can afford mortgage payments in excess of the 30% benchmark and in the case of rental housing does not exceed those rental limits adjusted for bedroom size.*

- N. Welfare Transition Program:** Should an eligible sponsor be used, a qualification system and selection criteria for applications for Awards to eligible sponsors shall be developed, which includes a description that demonstrates how eligible sponsors that employ personnel from the Welfare Transition Program will be given preference in the selection process.
- O. Monitoring and First Right of Refusal:** In the case of rental housing, the staff and any entity that has administrative authority for implementing the local housing assistance plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of \$10,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored annually for no less than 15 years or the term of assistance whichever is longer unless as specified above. Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.
- P. Administrative Budget:** A line-item budget is attached as Exhibit A. The city/county finds that the moneys deposited in the local housing assistance trust fund are necessary to administer and implement the local housing assistance plan.

*Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, states: "A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan."*

*Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, further states: "The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(19), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs." The applicable local jurisdiction has adopted the above findings in the resolution attached as Exhibit E.*

- Q. Program Administration:** Administration of the local housing assistance plan will be performed by:

Entity	Duties	Admin. Fee Percentage
Local Government	Program Administration	10%
Third Party Entity/Sub-recipient	N/A	

- R. First-time Homebuyer Definition:** For any strategies designed for first-time homebuyers, the following definition will apply: *An individual who has had no ownership in a principal residence during the 3-year*



*period ending on the date of purchase of the property. This includes a spouse (if either meets the above test, they are considered first-time homebuyers). A single parent who has only owned a home with a former spouse while married. An individual who is a displaced homemaker and has only owned with a spouse. An individual who has only owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations. An individual who has only owned a property that was not in compliance with state, local or model building codes and which cannot be brought into compliance for less than the cost of constructing a permanent structure.*

**S. Project Delivery Costs:** *(state the percentage or dollar amount per applicant and which strategies are covered)*

Lake County will charge a reasonable project delivery cost to cover site review and inspections performed by non-Housing and Community Development employees for rehabilitation and demolition/replacement projects. The fee will not exceed 2% of the contracted SHIP award and will be included in the amount of the recorded mortgage and note.

**T. Essential Service Personnel Definition (ESP):** **ESP includes teachers and educators, other school district, community college, and university employees, police and fire personnel, health care personnel, and skilled building trades personnel.**

**U. Describe efforts to incorporate Green Building and Energy Saving products and processes:**

Lake County will, when economically feasible, employ the following Green Building requirements on rehabilitation projects:

1. Upgrade existing insulation to an R-30 standard.
2. Low or No-VOC paint for all interior walls (Low-VOC means 50 grams per liter or less for flat paint; 150 grams per liter or less for non-flat paint).
3. Low-flow water fixtures in bathrooms – WaterSense labeled products or the following specifications:
  - a. Toilets: 1.3 gallons/flush or less,
  - b. Faucets: 1.5 gallons/minute or less,
  - c. Showerheads: 2.2 gallons/minute or less.
4. Energy Star qualified refrigerator.
5. Energy Star qualified dishwasher, if provided.
6. Energy Star qualified washing machine, if provided in units.
7. Energy Star qualified exhaust fans in all bathrooms; and
8. Air conditioning: Minimum SEER of 15. Packaged units are allowed in studios and one-bedroom units with a minimum of 11.7 SEER.

**V. Describe efforts to meet the 20% Special Needs set-aside:** *(describe which strategies and how Special Needs are prioritized for funding)*

Lake County will partner with social service agencies serving the designated special needs populations to achieve the goal of the special needs set-aside. The goals will be met through the purchase assistance with or without rehab, owner-occupied rehabilitation, demolition/replacement, and rental assistance strategies.

**W. Describe efforts to reduce homelessness:** Lake County will work with agencies serving the individuals or



families experiencing homelessness primarily through rental assistance to place these individuals or families in rental or transitional housing for the purpose of providing a stable housing situation for twelve months or more.

**Section II. LHAP Strategies:**

<b>A. Purchase Assistance with or Without Rehab</b>	Code 1, 2
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- a. Summary of Strategy: The Lake County Purchasing Assistance Program is designed to assist homebuyers (that do not currently own a home) with the purchase of a new or existing home. Funding may be used for down payment, closing costs, principal buy down and repairs as needed for affordable homeownership. A newly constructed home must have received a certificate of occupancy within the last 12 months. Home rehabilitation is also an eligible use, as needed when purchasing an existing home. Repairs for existing homes cannot exceed \$15,000.00. An eligible home is defined as an existing single-family home or a manufactured home built after June 1994, families referred by Habitat for Humanity will have priority.
- b. Fiscal Years Covered: 2021-2022, 2022-2023, 2023-2024
- c. Income Categories to be served: Very low, low and moderate
- d. Maximum award:
  - Very low: \$50,000
  - Low: \$40,000
  - Moderate: \$30,000
- e. Terms:
  - 1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
  - 2. Interest Rate: 0%
  - 3. Years in loan term: 15 years
  - 4. Forgiveness: The funds will be forgiven on a prorated basis monthly over the term of the loan.
  - 5. Repayment: Not required as long as the loan is in good standing.
  - 6. Default: The loan shall be in default and be due and payable to the Lake County Affordable Housing Assistance Trust Fund under the following conditions:
    - o Property is sold or vacated
    - o Property is leased or rented
    - o Refinancing occurs with cash out to the borrower
    - o Property is used as collateral for a home equity line of credit
    - o Loss of Homestead exemption status



- o Property is occupied by a person or household other than the person or household for which the assistance is intended for a period of (15) years
  - o Title or any of the interest in the property is transferred, given away, or otherwise conveyed whether by voluntary act or involuntary act, by operation of law or otherwise
  - o Applicant is divested of title by judicial sale levy
  - o Or if foreclosure action is completed against the property
  - o In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. The SHIP eligible heir must be the legal owner of the property. To become the legal owner, a probate action will need to be filed with the Circuit Court sitting in Lake County, Florida. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
- f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities as described in section I. (l) of this plan. Cases referred by Habitat for Humanity will have priority.
- g. Sponsor Selection Criteria: When Sub-recipient nonprofit organizations are selected to administer this strategy. Criteria for selection of a sub-recipient organization will include: (1) experience working with the target population; (2) experience administering similar programs, (3) financial and staff capacity to administer the program; (4) such other criteria as may be deemed appropriate.
- h. Additional Information: Applicants must secure a first mortgage by an approved lender.

<b>B. Owner Occupied Rehabilitation</b>	Code 3
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- a. Summary of Strategy: SHIP funds will be awarded to households in need of repairs to address accessibility, correct code violations, health, and safety issues, electrical, plumbing, roofing, windows and other structural items. Other items may be included on rehabilitation projects if funds are available after completing all required repairs listed above.
- b. Fiscal Years Covered: 2021-2022, 2022-2023, 2023-2024
- c. Income Categories to be served: Very low, low
- d. Maximum award: \$100,000 (Rehabilitation, Relocation and Storage)
- e. Terms:
1. Repayment loan/deferred loan/grant: The County's assistance will be in the form of a grant for amounts of \$15,000 or less. Assistance over \$15,000 will be in the form of a or deferred loan secured by a recorded subordinate mortgage and note.
  2. Interest Rate: 0%





3. Years in loan term: The County's assistance will be in the form of a grant for amounts of \$15,000 or less. For amounts between \$15,001 and up will be in the form of a 15-year deferred loan.
  4. Forgiveness: The County's assistance will be in the form of a grant for amounts of \$15,000 or less. For amounts of \$15,001 or more, the loan is forgiven on a prorated basis monthly over the loan term.
  5. Repayment: Not required as long as the loan is in good standing.
  6. Default: The loan shall be in default and be due and payable to the Lake County Affordable Housing Assistance Trust Fund under the following conditions:
    - o Property is sold or vacated
    - o Property is leased or rented
    - o Refinancing occurs with cash out to the borrower
    - o Property is used as collateral for a home equity line of credit
    - o Loss of Homestead exemption status
    - o Property is occupied by a person or household other than the person or household for which the assistance is intended for a period of (15) years
    - o Title or any of the interest in the property is transferred, given away, or otherwise conveyed whether by voluntary act or involuntary act, by operation of law or otherwise
    - o Applicant is divested of title by judicial sale levy
    - o Or if foreclosure action is completed against the property
    - o In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. The SHIP eligible heir must be the legal owner of the property. To become the legal owner, a probate action will need to be filed with the Circuit Court sitting in Lake County, Florida. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
- f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities described in Section I. (I) of this plan.
- g. Sponsor Selection Criteria: When Sub-recipient nonprofit organizations are selected to administer this strategy. Criteria for selection of a sub-recipient organization will include (1) experience working with the target population; (2) experience administering similar programs; (3) financial and staff capacity to administer the program; (4) such other criteria as may be deemed appropriate.
- h. Additional Information: All work will be performed by contractors on Lake County's approved contractor's list. These funds cannot be used to assist mobile homes or manufactured housing. If the home has an existing second mortgage, the home will not qualify. In order to be eligible there must not be any liens or judgments against the property.



<b>C. Demolition and Replacement</b>	Code 4
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- a. Summary of Strategy: SHIP funds will be awarded for the demolition and replacement of eligible homes. An eligible home is defined as an existing site built home or manufactured homes in need of repairs to correct health and safety issues, electrical, plumbing, roofing, windows and other structural items. For an eligible home to qualify, the estimated cost of the repairs must be equal to or greater than 50% of the assessed value of the home as listed on the Lake County Property Appraiser’s website. An eligible manufactured home will be replaced with a site-built home. The extent of the required repairs must be confirmed by a licensed building inspector.
- b. Fiscal Years Covered: 2021-2022, 2022-2023, 2023-2024
- c. Income Categories to be served: Very low, low
- d. Maximum award: Up to \$ 190,000
- e. Terms:
  - 1. Repayment loan/deferred loan/grant: Funds will be awarded as a deferred loan secured by a recorded subordinate mortgage and note.
  - 2. Interest Rate: 0%
  - 3. Years in loan term: 30 years
  - 4. Forgiveness: The loan will be forgiven on a prorated basis monthly over the loan term.
  - 5. Repayment: Not required as long as the loan is in good standing.
  - 6. Default: The loan will be determined to be in default and be due and payable to the Lake County Affordable Housing Assistance Trust Fund under the following conditions:
    - o Property is sold or vacated
    - o Property is leased or rented
    - o Refinancing occurs with cash out to the borrower
    - o Property is used as collateral for a home equity line of credit
    - o Loss of Homestead exemption status
    - o Property is occupied by a person or household other than the person or household for which the assistance is intended for a period of (30) years
    - o Title or any of the interest in the property is transferred, given away, or otherwise conveyed whether by voluntary act or involuntary act, by operation of law or otherwise
    - o Applicant is divested of title by judicial sale levy
    - o Or if foreclosure action is completed against the property
    - o In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be



assumed by a SHIP eligible heir who will occupy the home as a primary residence. The SHIP eligible heir must be the legal owner of the property. To become the legal owner, a probate action will need to be filed with the Circuit Court sitting in Lake County, Florida. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.

- f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities as described in section I. (I) of this plan.
- g. Sponsor Selection Criteria: N/A
- h. Additional Information: The home must be owner occupied, located in Lake County, mortgage free and property taxes and or assessments must be current. The property must also be free from any liens or judgements. No funds will be disbursed for work commencing before funding approval and the placement of a lien. A mortgage will be placed on the replacement home for the amount of assistance provided. The assistance includes demolition, replacement, relocation and storage.

<b>D. Disaster Mitigation</b>	Code 5, 16
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- a. Summary of Strategy: The Disaster mitigation Strategy provides assistance to households for emergency repairs in the aftermath of a disaster declared by an Executive Order Signed by the President of the United States or Governor of the State of Florida. This strategy will only be implemented in the event of a disaster using any funds that have not yet been encumbered or with additional disaster funds allocated by Florida Housing Finance Corporation. SHIP disaster funds may be used for such items as listed in additional information.  
Repairs will be prioritized as follows:
  - o Immediate threats to health and life safety (sewage, damaged windows, roofing) in cases where the home is still habitable.
  - o Imminent residual damage to the home (such as damage caused by a leaking roof) in cases where the home is still habitable.
  - o Repairs necessary to make the home habitable
  - o Repairs to mitigate dangerous situations (exposed wires).
- b. Fiscal Years Covered: 2021-2022, 2022-2023, 2023-2024
- c. Income Categories to be served: Very Low, Low
- d. Maximum award: \$30,000
- e. Terms:
  - 1. Loan/deferred loan/grant: Funds shall be provided in the form of a grant for assistance of up to \$15,000. Assistance in the amount of \$15,001-\$30,000 will be in the form of a deferred payment loan.



2. Interest Rate: 0%
  3. Years in loan term: 15 Years for amounts of \$15,001-\$30,000 secured by a subordinate recorded mortgage and note.
  4. Forgiveness: The funds will be forgiven on a prorated basis monthly over the term of the loan.
  5. Repayment: Not Required for amounts of \$0-\$15,000. Not required for deferred loans of \$15,001-\$30,000 as long as the loan is in good standing.
  6. Default: The loan will be determined to be in default and be due and payable to the Lake County Affordable Housing Assistance Trust Fund under the following conditions:
    - o Property is sold or vacated
    - o Property is leased or rented
    - o Refinancing occurs with cash out to the borrower
    - o Property is used as collateral for a home equity line of credit
    - o Loss of Homestead exemption status
    - o Property is occupied by a person or household other than the person or household for which the assistance is intended for a period of (15) years
    - o Title or any of the interest in the property is transferred, given away, or otherwise conveyed whether by voluntary act or involuntary act, by operation of law or otherwise
    - o Applicant is divested of title by judicial sale levy
    - o Or if foreclosure action is completed against the property
    - o In cases where the qualifying homeowner(s) die(s) during the loan term, the loan may be assumed by a SHIP eligible heir who will occupy the home as a primary residence. The SHIP eligible heir must be the legal owner of the property. To become the legal owner, a probate action will need to be filed with the Circuit Court sitting in Lake County, Florida. If the legal heir is not SHIP eligible or chooses not to occupy the home, the outstanding balance of the loan will be due and payable.
- f. Recipient Selection Criteria: Applicants will be assisted on a first-qualified, first-served basis with the priority described in Section I(l) of this plan.
- g. Sponsor Selection Criteria: N/A
- h. Additional Information:

SHIP disaster funds may be used for items such as, but not limited to: Purchase of emergency supplies for eligible households to weatherproof damaged homes, Interim repairs to avoid further damage, tree and debris removal required to make the individual housing unit habitable, Construction of wells or repair of existing wells where public water is not available, Payment of insurance deductibles for rehabilitation of homes covered under homeowners' insurance policies, Security deposit for eligible



recipients that have been displaced from their homes due to a disaster, Rental assistance for eligible recipients that have been displaced from their homes due to a disaster, Temporary rent and utility payments for up to 12 months for tenants financially impacted by a disaster, Temporary mortgage and utility payments for up to 12 months for homeowners financially impacted by a disaster and foreclosure prevention and counseling, Relocation and moving expenses, if necessary, Strategies included in the approved LHAP that benefit applicants directly affected by the declared disaster.

SHIP assistance will only be provided for homes that are owner-occupied, located in Lake County and used as a primary residence. If the homeowner is insured, proof of the homeowner's policy must be provided and proceeds from the insurance and other sources must be used first before SHIP funds, except for the payment of the deductible. Proof of Homestead Exemption is required, and all property taxes must be current. Mobile, modular, and manufactured homes may be eligible assistance if built after 1994. Mobile homes that do not meet DEO standards, Department of Highway Safety and Motor Vehicles installation standards, zoning and other local code requirements, or are not classified as real property (ownership of unit and land) are not eligible for assistance.

<b>E. Rental Development/Rehabilitation</b>	Code 14, 21
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- a. Summary of Strategy: Funding may be provided to address affordable housing for very low and low income households and encourage construction of multi-family housing. SHIP funds may be used for site acquisition, site development, and infrastructure improvements, construction costs, financial restructuring of long-term debt obligations to ensure long term affordability. Tax credit projects seeking a local government contribution under the Florida Housing Finance Corporation's funding including State Apartment Incentive Loan (SAIL), State HOME Investment Partnerships Program or other multi-family affordable housing funding that becomes available to develop or rehabilitate permanent or transitional affordable and/or workforce rental housing are eligible for assistance under this strategy. The County may provide a local government contribution in the form of a loan in the amount that meets the current tax credit minimum amount which is required to allow a developer to compete for funding at the State level.

This strategy may also provide funding for acquisition and/or rehabilitation or new construction of multi-family rental developments serving very low- and low-income households. The availability of funding will be marketed to the multi-family affordable housing development community and in accordance with SHIP requirements; the availability of SHIP funds, services and selection criteria will be advertised through a request for proposal process.

All assisted developments must commit to HUD published rent limits for the term of the agreement and will comply with the very low and low income set aside requirements. If SHIP funds are combined with other state or federal programs, the set-asides from the program that is most restrictive will be used. Lake County will be responsible for monitoring reports required under the SHIP statute.

- b. Fiscal Years Covered: 2021-2022, 2022-2023, 2023-2024



- c. Income Categories to be served: Very Low, Low
- d. Maximum award: \$75,000 per unit/\$450,000 per project
- e. Terms:
  - 1. Repayment loan/deferred loan/grant: Deferred loan secured by a recorded subordinate mortgage and note.
  - 2. Interest Rate: 0%
  - 3. Years in loan term: 20 years
  - 4. Forgiveness: 100% forgiven at the end of the loan term.
  - 5. Repayment: Not required as long as the loan is in good standing.
  - 6. Default: For all awards, the loan will be in default and the balance deemed due and owing if any of the following occur:
    - o Any part of the property, or any interest in the property is sold, transferred, gifted or otherwise conveyed, whether by voluntary act, involuntarily, by operation of law or otherwise.
    - o The mortgagee is divested of title by judicial sale, levy, or other proceeding, or if foreclosure action is instituted against the property.
    - o The SHIP-assisted units are leased or rented to other than very low- or low-income eligible tenants. Failure to maintain reporting standards for compliance as required by any of the funding sources.
    - o Developer is in default of a provision of the mortgage.
- f. Recipient/Tenant Selection Criteria: All applicants for residence in a SHIP-assisted unit must meet income qualifications of the program as determined and reported by the developer's management company for the development.
- g. Sponsor/Developer Selection Criteria: The county advertises periodically through a Request for Proposal (RFP) process established by the Board of County Commissioners. Qualified for-profit, non-profit, or governmental developers may apply and submit applications for funding. The RFP will require proof of developer experience in providing affordable rental housing, proof of financial capacity, evidence of site control (or contract for sale), proof of ability to proceed once all funding is closed, and a housing unit design plan that meets with Lake County housing element in the Comprehensive Plan. The selection of the developer and authority to commit SHIP funds and enter into a written developer agreement is approved by the Affordable Housing Advisory Committee and the Board of County Commissioners.

Lake County reserves the right to select developments that meet all the above requirements and:

  - 1. Are in areas of immediate need due to lack of available units.



- 2. Propose to preserve and improve existing units.
- 3. All funding awards will be subject to closing on other funding sources.

h. Additional Information: Developers will be required to meet compliance reporting requirements on the development necessary to meet the statutory requirements for monitoring of SHIP rental units.

<b>F. Rental Assistance</b>	Code 13, 23, 26
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a. Summary of Strategy: Funds will be awarded to renter households in need of assistance for: security and utility deposit assistance; and/or rent subsidies for up to 12 months to rehouse homeless, or payment of back rent and utilities to prevent homelessness. Security Deposit assistance can be up to first and/or last month's contract/lease rent amount.

This includes the following programs:

- Security and Utility Deposits
- Prevention Assistance Rental Assistance (Tenant Based)
- Rapid/ Rehousing

b. Fiscal Years Covered: 2021-2022, 2022-2023, 2023-2024

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

d. Maximum award:

- \$2,500 Security/ Utility Deposits
- \$5,000 Prevention Rental Assistance
- \$15,000 Rapid Re-Housing Assistance/Rent Subsidy

e. Terms:

- 1. Repayment: Funds will be awarded as a grant.
- 2. Interest Rate: N/A
- 3. Years in loan term: N/A
- 4. Forgiveness: N/A
- 5. Repayment: N/A
- 6. Default: N/A

f. Recipient/Tenant Selection Criteria: Applicants will be assisted on a first-qualified, first served basis.

g. Sponsor Selection Criteria: N/A

h. Additional Information: N/A



<b>G. Foreclosure Prevention</b>	Code 7
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- a. Summary of Strategy: Funds will be awarded to homeowners who are in arrears on their first mortgage. The arrearage must be at least two months, but no more than six months and cannot be under an active foreclosure action. Funds are available to pay past due mortgage payments and late fees.
- b. Fiscal Years Covered: 2021-2022, 2022-2023, 2023-2024
- c. Income Categories to be served: Very low, Low and Moderate
- d. Maximum award: \$15,000
- e. Terms:
  - 1. Repayment loan/deferred loan/grant: Funds will be awarded as a grant.
  - 2. Interest Rate: N/A
  - 3. Years in loan term: N/A
  - 4. Forgiveness: N/A
  - 5. Repayment: N/A
  - 6. Default: N/A
- f. Recipient/Tenant Selection Criteria: Applicants will be ranked for assistance based on a first-qualified, first-served basis with the priorities as described in Section I. (I) of this plan.
- g. Sponsor Selection Criteria: N/A
- h. Additional Information: N/A





### III. LHAP Incentive Strategies

In addition to the **required Incentive Strategy A and Strategy B**, include all adopted incentives with the policies and procedures used for implementation as provided in Section 420.9076, F.S.:

A. Name of the Strategy: **Expedited Permitting**

Permits as defined in s. 163.3177 (6) (f) (3) for affordable housing projects are expedited to a greater degree than other projects.

Provide a description of the procedures used to implement this strategy:

The County currently has a process in place whereby development orders and permits for affordable housing project are expedited over another project.

B. Name of the Strategy: **Ongoing Review Process**

An ongoing process for review of local policies, ordinances, regulations and plan provisions that increase the cost of housing prior to their adoption.

Provide a description of the procedures used to implement this strategy:

Every ordinance change that is brought before the Board of County Commissioners includes an Economic Impact Statement which provides information on the direct and indirect impacts of the proposed change. The committee suggested further research should work to encourage the cities to have a consistent and similar economic impact review. One committee member suggested that the group could research all the previous ordinance changes that have taken place to estimate the cost of these changes on the price of single-family housing.

C. Name of the Strategy: **Modification of Impact Fees**

Residents or developers can apply to have transportation or educational impact fees waived for affordable housing projects. A deferral program for Accessory Dwelling Units (ADU) is also available for educational impact fees. An Infill Waiver Program can be utilized for lots meeting certain requirements and a Development/Permitting Fee Waiver was recently created.

Provide a description of the procedures used to implement this strategy:

Eligible applicants can apply for one of the outlined impact fee deferral or wavier programs identified above. The application will be processed by the County's Impact Fee Coordinator.

D. Name of the Strategy: **Parking and Setback Requirements**

Developers of affordable housing projects may apply for variances or seek a Planned Unit Development (PUD) zoning category to seek flexibility in parking and setback requirements.

Provide a description of the procedures used to implement this strategy:

Eligible applicants can apply for a variance or re-zoning through the Office of Planning



and Zoning. The application will then be presented to either the Planning & Zoning Board and Board of County Commissioners for approval in the case of a re-zoning, or the Board of Adjustment for a variance.

E. Name of the Strategy: **Affordable Accessory Residential Units**

The County's Land Development Regulations allows for the construction of an ADU up to 1,200 square feet on a parcel that contains a primary dwelling unit so long as the units share a single driveway. The ADU may be connected to the primary home or detached.

Provide a description of the procedures used to implement this strategy:

Developers or property owners can apply for a zoning clearance through the Office of Planning and Zoning, and for a building permit through the Office of Building Services.

F. Name of the Strategy: **Flexible Lot Configurations**

Developers can use the PUD zoning category to create flexibility in lot configurations.

Provide a description of the procedures used to implement this strategy:

Developers can apply for a variance or re-zoning through the Office of Planning and Zoning. The application will then be presented to The Planning & Zoning Board and Board of County Commissioners for approval.

G. Name of the Strategy: **Public Land Inventory**

Surplus county-owned properties are offered to affordable housing partners.

Provide a description of the procedures used to implement this strategy:

A surplus property list is sent to each affordable housing partner for consideration. If interested, the properties are conveyed to the partner. The County currently has three affordable housing partners: Habitat for Humanity of Lake-Sumter, Florida, Inc.; Homes in Partnership, Inc.; and Christian Worship Center of Central Florida.



**IV. EXHIBITS:**

Required

- A. Administrative Budget for each fiscal year covered in the Plan.
- B. Timeline for Estimated Encumbrance and Expenditure.
- C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year Covered in the plan.
- D. Signed LHAP Certification.
- E. Signed, dated, witnessed or attested adopting resolution.

**Lake County**

Fiscal Year: 2021-2022	
Estimated SHIP Funds for Fiscal Year:	\$ 2,434,832.00
Salaries and Benefits	\$ 192,483.00
Office Supplies and Equipment	\$ 41,000.00
Travel Per diem Workshops, etc.	\$ 8,000.00
Advertising	\$ 2,000.00
Other*	
<b>Total</b>	<b>\$ 243,483.00</b>
Admin %	10.00%
	<b>OK</b>

Fiscal Year 2022-2023	
Estimated SHIP Funds for Fiscal Year:	\$ 2,434,832.00
Salaries and Benefits	\$ 192,483.00
Office Supplies and Equipment	\$ 41,000.00
Travel Per diem Workshops, etc.	\$ 8,000.00
Advertising	\$ 2,000.00
Other*	
<b>Total</b>	<b>\$ 243,483.00</b>
Admin %	10.00%
	<b>OK</b>

Fiscal Year 2023-2024	
Estimated SHIP Funds for Fiscal Year:	\$ 2,434,832.00
Salaries and Benefits	\$ 192,483.00
Office Supplies and Equipment	\$ 41,000.00
Travel Per diem Workshops, etc.	\$ 8,000.00
Advertising	\$ 2,000.00
Other*	
<b>Total</b>	<b>\$ 243,483.00</b>
Admin %	10.00%
	<b>OK</b>

\*All "other" items need to be detailed here and are subject to review and approval by the SHIP review committee. Project Delivery Costs that are outside of administrative costs are not to be included here, but must be detailed in the LHAP main document.

Details:

**Exhibit B**  
**Timeline for SHIP Expenditures**

Lake County Board of County Commissioners affirms that funds allocated for these fiscal years will meet the following deadlines:

Fiscal Year	Encumbered	Expended	1 <sup>st</sup> Year AR	2 <sup>nd</sup> Year AR	Closeout AR
2021-2022	6/30/2023	6/30/2024	9/15/2022	9/15/2023	9/15/2024
2022-2023	6/30/2024	6/30/2025	9/15/2023	9/15/2024	9/15/2025
2023-2024	6/30/2025	6/30/2026	9/15/2024	9/15/2025	9/15/2026

If funds allocated for these fiscal years is not anticipated to meet any of the deadlines in the table above, Florida Housing Finance Corporation will be notified according to the following chart:

Fiscal Year	Funds Not Encumbered	Funds Not Expended	1 <sup>st</sup> Year AR Not Submitted	2 <sup>nd</sup> Year AR Not Submitted	Closeout AR Not Submitted
2021-2022	3/30/2023	3/30/2024	6/15/2022	6/15/2023	6/15/2024
2022-2023	3/30/2024	3/30/2025	6/15/2023	6/15/2024	6/15/2025
2023-2024	3/30/2025	3/30/2026	6/15/2024	6/15/2025	6/15/2026

**Requests for Expenditure Extensions (close-out year ONLY) must be received by FHFC by June 15 of the year in which funds are required to be expended. The extension request shall be emailed to [robert.dearduff@floridahousing.org](mailto:robert.dearduff@floridahousing.org) and [terry.auringer@floridahousing.org](mailto:terry.auringer@floridahousing.org) and include:**

1. A statement that "(city/county) requests an extension to the expenditure deadline for fiscal year \_\_\_\_\_.
2. The amount of funds that is not expended.
3. The amount of funds that is not encumbered or has been recaptured.
4. A detailed plan of how/when the money will be expended.

*Note: an extension to the expenditure deadline (June 30) does not relieve the requirement to submit (September 15) the annual report online detailing all funds that have been expended. Please email [terry.auringer@floridahousing.org](mailto:terry.auringer@floridahousing.org) when you are ready to "submit" the AR.*

**Other Key Deadlines:**

AHAC reports are now due annually by December 31. Local governments receiving the minimum (or less) allocation may choose not to report.

**FLORIDA HOUSING FINANCE CORPORATION  
HOUSING DELIVERY GOALS CHART  
2021-2022**

Name of Local Government:			Lake County									
Estimated Funds (Anticipated allocation only):			\$ 2,434,832									
Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
	Homeownership											
1,2	Purchase Assistance with or Without Rehab	Yes	5	\$50,000	10	\$40,000	2	\$30,000	\$710,000.00	\$0.00	\$710,000.00	17
3	Owner Occupied Rehabilitation	Yes	3	\$100,000	2	\$100,000			\$500,000.00	\$0.00	\$500,000.00	5
4	Demolition and Replacement	Yes	2	\$190,000	2	\$190,000			\$760,000.00	\$0.00	\$760,000.00	4
7	Foreclosure Prevention	No	1	\$15,000	1	\$15,000	1	\$15,000	\$0.00	\$45,000.00	\$45,000.00	3
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	<b>Total Homeownership</b>		11		15		3		\$1,970,000.00	\$45,000.00	\$2,015,000.00	29
Purchase Price Limits:			<b>New</b>	\$ 294,601	<b>Existing</b>	\$ 294,601						

OK OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
14,21	Rental Development/ Rehabilitation	Yes	1	\$75,000	0	\$75,000			\$75,000.00	\$0.00	\$75,000.00	1
13,23,26	Rental Assistance	No	10	\$5,000	10	\$5,000			\$0.00	\$100,000.00	\$100,000.00	20
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	<b>Total Rental</b>		11		10		0		\$75,000.00	\$100,000.00	\$175,000.00	21
	Administration Fees			\$ 243,483		10%		OK				
	Home Ownership Counseling			\$ -								
<b>Total All Funds</b>				\$ 2,433,483		OK						

**Set-Asides**

Percentage Construction/Rehab (75% requirement)		84.0%	OK
Homeownership % (65% requirement)		82.8%	OK
Rental Restriction (25%)		7.2%	OK
Very-Low Income (30% requirement)	\$ 1,070,000	43.9%	OK
Low Income (30% requirement)	\$ 995,000	40.9%	OK
Moderate Income	\$ 75,000	3.1%	

**FLORIDA HOUSING FINANCE CORPORATION  
HOUSING DELIVERY GOALS CHART  
2022-2023**

**Lake County**

Estimated Funds (Anticipated allocation only):			\$ 2,434,832									
Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
	Homeownership											
1,2	Purchase Assistance with or Without Rehab	Yes	5	\$50,000	10	\$40,000	2	\$30,000	\$710,000.00	\$0.00	\$710,000.00	17
3	Owner Occupied Rehabilitation	Yes	3	\$100,000	2	\$100,000			\$500,000.00	\$0.00	\$500,000.00	5
4	Demolition and Replacement	Yes	2	\$190,000	2	\$190,000			\$760,000.00	\$0.00	\$760,000.00	4
7	Foreclosure Prevention	No	1	\$15,000	1	\$15,000	1	\$15,000	\$0.00	\$45,000.00	\$45,000.00	3
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	<b>Total Homeownership</b>		11		15		3		\$1,970,000.00	\$45,000.00	\$2,015,000.00	29
Purchase Price Limits:			New	\$ 294,601	Existing	\$ 294,601						

**OK OK**

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
14,21	Rental Development/ Rehabilitation	Yes	1	\$75,000	0	\$75,000			\$75,000.00	\$0.00	\$75,000.00	1
13,23,26	Rental Assistance	No	10	\$5,000	10	\$5,000			\$0.00	\$100,000.00	\$100,000.00	20
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	<b>Total Rental</b>		11		10		0		\$75,000.00	\$100,000.00	\$175,000.00	21
	Administration Fees		\$ 243,483		10%		OK					
	Home Ownership Counseling		\$ -									
<b>Total All Funds</b>			\$ 2,433,483		OK							

**Set-Asides**

Percentage Construction/Rehab (75% requirement)	84.0%	OK
Homeownership % (65% requirement)	82.8%	OK
Rental Restriction (25%)	7.2%	OK
Very-Low Income (30% requirement)	\$ 1,070,000 43.9%	OK
Low Income (30% requirement)	\$ 995,000 40.9%	OK
Moderate Income	\$ 75,000 3.1%	

**FLORIDA HOUSING FINANCE CORPORATION**  
**HOUSING DELIVERY GOALS CHART**  
**2023-2024**

<b>Name of Local Government:</b>			<b>Lake County</b>									
<b>Estimated Funds (Anticipated allocation only):</b>			<b>\$ 2,434,832</b>									
Code	Strategies Homeownership	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
1,2	Purchase Assistance with or Without Rehab	Yes	5	\$50,000	10	\$40,000	2	\$30,000	\$710,000.00	\$0.00	\$710,000.00	17
3	Owner Occupied Rehabilitation	Yes	3	\$100,000	2	\$100,000			\$500,000.00	\$0.00	\$500,000.00	5
4	Demolition and Replacement	Yes	2	\$190,000	2	\$190,000			\$760,000.00	\$0.00	\$760,000.00	4
7	Foreclosure Prevention	No	1	\$15,000	1	\$15,000	1	\$15,000	\$0.00	\$45,000.00	\$45,000.00	3
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	<b>Total Homeownership</b>		11		15		3		\$1,970,000.00	\$45,000.00	\$2,015,000.00	29
<b>Purchase Price Limits:</b>			<b>New</b>	<b>\$ 294,601</b>	<b>Existing</b>	<b>\$ 294,601</b>						

OK OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	Construction	Without Construction	Total	Units
14,21	Rental Development/ Rehabilitation	Yes	1	\$75,000	0	\$75,000			\$75,000.00	\$0.00	\$75,000.00	1
13,23,26	Rental Assistance	No	10	\$5,000	10	\$5,000			\$0.00	\$100,000.00	\$100,000.00	20
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
									\$0.00	\$0.00	\$0.00	0
	<b>Total Rental</b>		11		10		0		\$75,000.00	\$100,000.00	\$175,000.00	21
	<b>Administration Fees</b>			<b>\$ 243,483</b>		<b>10%</b>		<b>OK</b>				
	<b>Home Ownership Counseling</b>			<b>\$ -</b>								
<b>Total All Funds</b>				<b>\$ 2,433,483</b>		<b>OK</b>						

**Set-Asides**

Percentage Construction/Rehab (75% requirement)		84.0%	OK
Homeownership % (65% requirement)		82.8%	OK
Rental Restriction (25%)		7.2%	OK
Very-Low Income (30% requirement)	\$ 1,070,000	43.9%	OK
Low Income (30% requirement)	\$ 995,000	40.9%	OK
Moderate Income	\$ 75,000	3.1%	



**CERTIFICATION TO  
FLORIDA HOUSING FINANCE CORPORATION**

Local Government or Interlocal Entity:

Lake County Board of County Commissioners
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Certifies that:

- (1) The availability of SHIP funds will be advertised pursuant to program requirements in 420.907-420.9079, Florida Statutes.
- (2) All SHIP funds will be expended in a manner which will ensure that there will be no discrimination on the basis of race, color, national origin, sex, handicap, familial status, or religion.
- (3) A process to determine eligibility and for selection of recipients for funds has been developed.
- (4) Recipients of funds will be required to contractually commit to program guidelines and loan terms.
- (5) Florida Housing will be notified promptly if the local government /interlocal entity will be unable to comply with any provision of the local housing assistance plan (LHAP).
- (6) The LHAP provides a plan for the encumbrance of funds within twelve months of the end of the State fiscal year in which they are received and a plan for the expenditure of SHIP funds including allocation, program income and recaptured funds within 24 months following the end of the State fiscal year in which they are received.
- (7) The LHAP 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 LHAP.
- (8) Amendments to the approved LHAP shall be provided to the Florida Housing for review and/or approval within 21 days after adoption.
- (9) The trust fund exists with a qualified depository for all SHIP funds as well as program income or recaptured funds.
- (10) Amounts on deposit in the local housing assistance trust fund shall be invested as permitted by law.
- (11) The local housing assistance trust fund shall be separately stated as a special revenue fund in the local governments audited financial statements (CAFR). An electronic copy of the CAFR or a hyperlink to the document shall be provided to Florida Housing by June 30 of the applicable year.

- (12) Evidence of compliance with the Florida Single Audit Act, as referenced in Section 215.97, F.S. shall be provided to Florida Housing by June 30 of the applicable year.
- (13) SHIP funds will not be pledged for debt service on bonds.
- (14) 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.
- (15) 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 serve eligible persons.
- (16) Rental Units constructed or rehabilitated with SHIP funds shall be monitored for compliance with tenant income requirements and affordability requirements or as required in Section 420.9075 (3)(e). To the extent another governmental entity provides periodic monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility.
- (17) The LHAP meets the requirements of Section 420.907-9079 FS, and Rule Chapter 67-37 FAC.
- (18) The provisions of Chapter 83-220, Laws of Florida have not been implemented (except for Miami-Dade County).

\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
Chief Elected Official or designee

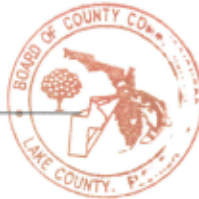
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Witness

Sean M. Parks, Chairman  
\_\_\_\_\_  
Type Name and Title

September 14, 2021  
Date

OR

  
\_\_\_\_\_  
Attest:  
(Seal)



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RESOLUTION NO 2021- 160

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LAKE COUNTY, FLORIDA, APPROVING THE 2021-2024 LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SECTIONS 420.907-420.9079, FLORIDA STATUTES; AND CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE CHAIRMAN TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS NEEDED BY THE STATE; AUTHORIZING THE SUBMISSION OF THE LOCAL HOUSING ASSISTANCE PLAN FOR REVIEW AND APPROVAL BY THE FLORIDA HOUSING FINANCE CORPORATION; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317, *Laws of Florida*, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

**WHEREAS**, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes and Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three-year Local Housing Assistance Plan outlining how funds will be used; and

**WHEREAS**, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

**WHEREAS**, the SHIP Act further requires local governments to establish an average area purchase price for new and existing housing benefiting from awards pursuant to the ACT. The methodology and purchase prices used are defined in the attached Local Housing Assistance Plan; and

**WHEREAS**, as required by Section 420.9075, Florida Statutes, it is found that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5 percent of program income deposited into the trust fund, except that small counties, as defined in Section 120.52(17), Florida Statutes and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up 10 percent of program income for administrative costs.

**WHEREAS**, the Lake County Office of Housing & Community Services has prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

1           **WHEREAS**, the Board of County Commissioners finds that it is in the best interest of the public for  
2 Lake County to submit the 2021-2024 Local Housing Assistance Plan for review and approval to qualify for  
3 said documentary stamp tax funds.

4           **NOW THEREFORE, BE IT RESOLVED BY THE LAKE COUNTY BOARD OF COUNTY**  
5 **COMMISSION OF LAKE COUNTY, FLORIDA that:**

6           **Section 1.**     **Recitals.** The above recitals are true and correct and incorporated in this Resolution.

7           **Section 2.**     **Approval.** The Board of County Commissioners of Lake County hereby approves  
8 the 2021-2024 Local Housing Assistance Plan, as attached and incorporated hereto, for submission to the  
9 Florida Housing Finance Corporation as required by ss. 420.907-420-9079, Florida Statutes, for fiscal years  
10 2021-2022, 2022-2023, and 2023-2024.

11           **Section 3.**     **Authorization.** The Chairman is hereby designated and authorized to execute any  
12 documents and certifications required by the Florida Housing Finance Corporation as related to the Local  
13 Housing Assistance Plan, and to do all things necessary and proper to carry out the term and conditions of  
14 said program.

15           **Section 4.**     **Severability.** If any section, sentence, clause, or phrase of this Resolution is held to  
16 be invalid or unconstitutional by any court of competent jurisdiction, the holding will in no way affect the  
17 validity of the remaining portions of this Resolution.

18           **Section 5.**     **Effective Date.** This Resolution will take effect upon approval by the Lake County  
19 Board of County Commissioners.

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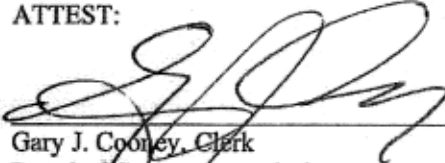
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PASSED AND ADOPTED THIS 2nd DAY OF November, 2021.

BOARD OF COUNTY COMMISSIONERS  
OF LAKE COUNTY, FLORIDA

  
Sean M. Parks, Chairman

ATTEST:



Gary J. Cooney, Clerk  
Board of County Commissioners  
of Lake County Florida



Approved as to Form and Legality:

  
Melanie Marsh, County Attorney