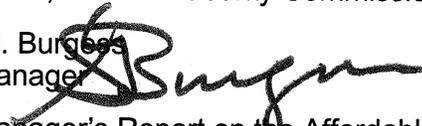


# Memorandum



**Date:** February 6, 2007

**To:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager 

**Subject:** County Manager's Report on the Affordable Housing Trust Fund

Agenda Item No. 12B4

This report regarding the creation of the Affordable Housing Trust Fund Board of Trustees is provided pursuant to Section 2-11-37 of the Miami-Dade County Code of Ordinances. The proposed ordinance provides for the creation of an Affordable Housing Trust Fund ("Trust") that will serve as a permanent, renewable source of revenue to assist with the housing needs of Miami-Dade County resident who: a) meet the target income of up to 140 percent of the area median income, and b) pay more than 30 percent of their gross income for housing costs, live in overcrowded conditions, or live in substandard housing units. Trust funds will be used solely for administrative support (up to five percent) and programs that provide assistance through the production, acquisition, rehabilitation and preservation of housing units.

The ordinance allows for the Board of County Commissioners to appropriate funds into the Trust, however, the ordinance does not designate any specific funding sources to be appropriated at this time. The recently adopted ordinance establishing the Workforce Housing Development Program requires that contributions provided in lieu of construction of workforce units or development of fewer than 20 dwelling units be transferred to the Trust. Funds allocated to Miami-Dade County by the Department of Housing and Urban Development (U.S. HUD) for the administration of federally subsidized housing programs such as public housing and Section 8 Housing Choice Voucher programs shall not be deposited in the Trust. Documentary Surtax and State Housing Initiative Partnership (SHIP) program funds and other funds received or budgeted for Miami-Dade County's Local Housing Assistance program and deposited into the Local Housing Assistance Trust Fund established pursuant to Section 17-104 of the County Code shall not be deposited in the Trust.

The ordinance also establishes a Board of Trustees comprised of nine members that are non-County employees who have expertise in affordable housing issues. Members of the Trust shall serve without compensation but would be entitled to reimbursement for necessary expenditures incurred in the discharge of their duties.

The following information is required under Section 2-11-37 of the Miami-Dade County Code of Ordinances:

**1. Whether the establishment of the board will create sufficient betterment to the community, to justify the Board of County Commissioners' delegation of a portion of its authority.**

Use of citizen advisory boards comprised of persons with expertise and experience in the area of affordable housing can assist County staff, the Mayor and Board of County Commission in more efficiently and effectively directing Trust funds toward activities that address the community's affordable housing needs.

**2. Whether another board of agency, either public or private, which is already in existence, could serve the same purpose.**

The role and responsibilities of the proposed Board of Trustees are similar to two existing Miami-Dade County advisory boards. The Affordable Housing Advisory Board (AHAB) was created in 1995 by the Board of County Commission to serve as the County's affordable housing advisory committee to ensure compliance with state law governing the SHIP Program. The Community Affordable Housing Strategies Alliance (CAHSA), a short-term advisory task force, was established in May 2006 to, among other assignments, serve in an advisory capacity to the Board of County Commissioners and the Mayor with respect to affordable housing issues.

**3. The costs, both direct and indirect, of establishing and maintaining the board.**

The costs, both direct and indirect, of establishing and maintaining the Board of Trustees would be nominal. The County would use existing staff to provide support services to the Affordable Housing Trust Fund Board of Trustees. Reimbursements for expenses incurred by Trustee members would be expected to be minimal. If additional staffing or resources would be required, the Board would be informed.

**4. Whether the board is necessary to enable the County to obtain State or federal grants or other financing.**

The Affordable Housing Trust Fund Board is not necessary to obtain State or federal grants or other financing.

**5. Whether the board should have bonding authority.**

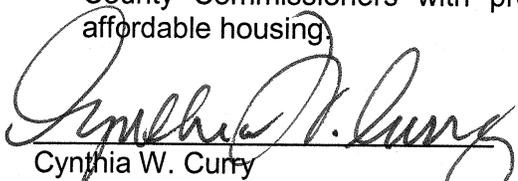
The Board of Trustees would not have bonding authority.

**6. Whether the board should have final authority to enter into contracts and spend County funds, or whether its contracts and expenditures must be ratified by the Board of County Commissioners.**

The Board of Trustees would not have final authority to enter into contracts and spend County funds. As set forth in Section 17-134 of the proposed ordinance, the Trust cannot commit itself or the County to any expenditure of funds without the specific approval of the Board of County Commissioners or of the County Manager. Furthermore, expenditures by the Trustees from the Trust must be controlled, authorized and paid in accordance with County policy and upon approval of the Board of County Commissioners.

**7. Whether the creation of a new board is the best method of achieving the benefit desired.**

There are several other existing advisory boards, which are actively engaged in affordable housing issues. Creation of a new board may result in overlapping citizen groups charged by the Board of County Commissioners with providing advice on the use of County resources dedicated to affordable housing.

  
Cynthia W. Curry  
Senior Advisor to the County Manager