

# MEMORANDUM

Agenda Item No. 14(A)(5)

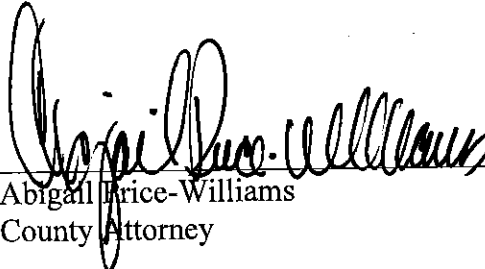
**TO:** Honorable Chairwoman Audrey M. Edmonson  
and Members, Board of County Commissioners

**DATE:** July 23, 2019

**FROM:** Abigail Price-Williams  
County Attorney

**SUBJECT:** Resolution approving proposed supplemental Fiscal Year 2018 State Housing Initiatives Partnership funding recommendations in an amount up to \$400,000.00, for the Homebuyer Education and Counseling Services category; authorizing the County Mayor to award such funds, to execute amendments, shell contracts, loan documents and other transactional documents necessary to accomplish the purposes set forth in this resolution, and to exercise termination, waiver, acceleration and other provisions set forth therein

The accompanying resolution was prepared by the Public Housing and Community Development Department and placed on the agenda at the request of Prime Sponsor Housing, Social Services and Economic Development Committee.

  
Abigail Price-Williams  
County Attorney

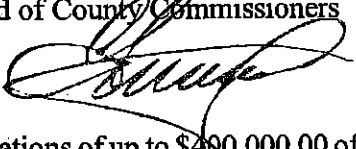
APW/uw

# Memorandum



**Date:** July 23, 2019

**To:** Honorable Chairwoman Audrey M. Edmonson  
and Members, Board of County Commissioners

**From:** Carlos A. Gimenez  
Mayor 

**Subject:** Award Recommendations of up to \$400,000.00 of Fiscal Year 2018 Supplemental State Housing Initiatives Partnership (SHIP) Program Funding for Homebuyer Education and Counseling

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## **Recommendation**

It is recommended that the Board of County Commissioners (Board) approve the proposed funding recommendations in an amount up to \$400,000.00 for the Fiscal Year (FY) 2018 Supplemental Request for Applications (RFA) for the SHIP Program in the Homebuyer Education and Counseling category. Additionally, it is recommended that the Board authorize the County Mayor or County Mayor's designee to execute all letters of commitment, contracts, agreements, and amendments pursuant to the proposed SHIP funding recommendations.

## **Scope**

This item has a countywide impact.

## **Fiscal Impact**

The award of SHIP funds will not have a negative fiscal impact on the County's General Fund.

## **Track Record/Monitor**

Michael Liu, Director of the Public Housing and Community Development Department (PHCD), will monitor all SHIP activities. PHCD will continue to monitor the projects to ensure compliance with State and County guidelines and policies.

## **Background**

The RFA was made available on December 10, 2018, and applications were due by January 10, 2019. The public was advised of the application process through notice postings on PHCD's website, email distribution to all currently funded agencies and PHCD's Developer Contact email distribution list. All applications were reviewed and scored by an Evaluation/Selection Committee appointed by the County Mayor or the County Mayor's designee. All applicants had the opportunity to discuss their scores with PHCD staff.

The RFA was issued with \$400,000.00 in available funding and required the application to have a minimum threshold score of 70 points to be recommended for funding. Four applications were submitted, with requests for funding totaling \$800,000.00 and the applications received scores ranging from 5 points to 97.6 points (Exhibit 1). Two applications, Real Estate Education and Community Housing, Inc. (REACH) and Centro Campesino-Farmworker Center, Inc., received the highest scores, and are recommended for full funding. The application submitted by the Cuban American National Council, Inc.,

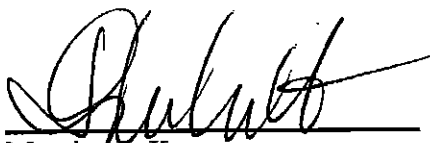
received the third highest score, however, funding was exhausted by the first two highest ranking applications. As a result of not meeting the minimum score requirement, Foreclosure Forensics, LLC is not recommended for funding.

**Funding Source**

The Table below summarizes the proposed use of FY 2018 SHIP funding in this item:

<b>Homebuyer Education and Counseling Category</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>	<b>Committee Score</b>
Real Estate Education and Community Housing, Inc. (REACH)	\$200,000.00	\$200,000.00	97.6
Centro Campesino-Farmworker Center, Inc.	\$200,000.00	\$200,000.00	82.4
Cuban-American National Council, Inc. (CNC)	\$200,000.00	\$0.00	72.2
Foreclosure Forensics, LLC	\$200,000.00	\$0.00	5
<b>TOTAL</b>	<b>\$800,000.00</b>	<b>\$400,000.00</b>	

A due diligence review, as required by Resolution No. R-630-13, was conducted. The resolution requires a report of findings to accompany all recommendations for the commitment of County funds. PHCD's due diligence review did not find negative information concerning the four organizations.

  
Maurice L. Kemp  
Deputy Mayor

**Exhibit 1**  
**2018 Supplemental SHIP RFA**  
**Homebuyer Education and Counseling Scores**

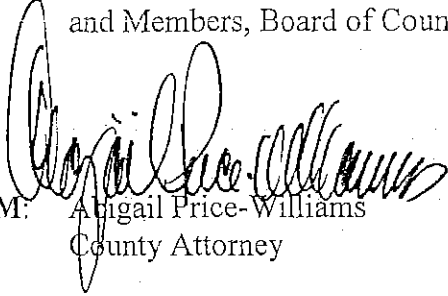
<b>Binder Number</b>	<b>Agency/Entity/ Organization Name</b>	<b>Office/Address</b>	<b>Category</b>	<b>Activity Location</b>	<b>Committee Score</b>	<b>Funding Requested</b>	<b>Amount Recommended</b>
18-99S	Real Estate Education and Community Housing, Inc. (REACH)	9010 SW 137th Avenue, Suite 116 Miami, FL 33186	Homebuyer Education and Counseling	9010 SW 137th Avenue, Suite 116, Miami, FL 33186 and 555 NE 15th Street, 2nd Floor, Miami, FL 33132	97.6	\$200,000	\$200,000
18-98S	Centro Campesino Farmworker Center, Inc.	PO Box 343449 Florida City, FL 33034	Homebuyer Education and Counseling	35801 SW 186th Avenue, Florida City, FL 33034	82.4	\$200,000	\$200,000
18-101S	Cuban-American National Council, Inc. (CNC)	1223 SW 4th Street, Miami, FL 33135	Homebuyer Education and Counseling	1223 SW 4th Street Miami, FL 33135	72.2	\$200,000	\$0
18-100S	Foreclosure Forensics, LLC	5150 NW 2nd Avenue, Miami, FL 33127	Homebuyer Education and Counseling	5150 NW 2nd Avenue, Miami, FL 33127	5	\$200,000	\$0
<b>TOTAL</b>						<b>\$800,000</b>	<b>\$400,000</b>



**MEMORANDUM**  
(Revised)

TO: Honorable Chairwoman Audrey M. Edmonson  
and Members, Board of County Commissioners

DATE: July 23, 2019

FROM:   
Angail Price-Williams  
County Attorney

SUBJECT: Agenda Item No. 14(A)(5)

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Statement of social equity required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) \_\_\_\_) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 14(A)(5)  
7-23-19

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING PROPOSED SUPPLEMENTAL FISCAL YEAR 2018 STATE HOUSING INITIATIVES PARTNERSHIP FUNDING RECOMMENDATIONS IN AN AMOUNT UP TO \$400,000.00, FOR THE HOMEBUYER EDUCATION AND COUNSELING SERVICES CATEGORY; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO AWARD SUCH FUNDS, TO EXECUTE AMENDMENTS, SHELL CONTRACTS, LOAN DOCUMENTS AND OTHER TRANSACTIONAL DOCUMENTS NECESSARY TO ACCOMPLISH THE PURPOSES SET FORTH IN THIS RESOLUTION, AND TO EXERCISE TERMINATION, WAIVER, ACCELERATION AND OTHER PROVISIONS SET FORTH THEREIN

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that:

**Section 1.** This Board ratifies and adopts the matters set forth in the accompanying justification memorandum as if fully set forth herein.

**Section 2.** This Board approves the proposed funding recommendations in the amount of \$400,000.00 in supplemental Fiscal Year 2018 State Housing Initiatives Partnership (SHIP) funds in the Request for Applications for Homebuyer Education and Counseling Services, as more fully described in the County Mayor's memorandum and incorporated by reference.

**Section 3.** The County Mayor or County Mayor's designee is authorized to execute all standard shell contracts, amendments, standard shell documents and other agreements necessary to accomplish the purposes of this resolution and to exercise the cancellation and other provisions contained therein. All funding awards set forth herein are contingent upon availability of funding

from the funding source or program and the recipient agency complying with the conditions set forth in this resolution and the justification memorandum. The Board further authorizes the County Mayor or County Mayor's designee, upon a determination that such actions are in the best interest of the County, to modify the terms of contracts, agreements, amendments and documents so long as such modifications are approved by the County Attorney's Office and are not substantially inconsistent with this resolution and to exercise the termination, waiver, acceleration, or other provisions set forth therein.

The foregoing resolution was offered by Commissioner \_\_\_\_\_,  
who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and  
upon being put to a vote, the vote was as follows:

Audrey M. Edmonson, Chairwoman  
Rebeca Sosa, Vice Chairwoman

Esteban L. Bovo, Jr.	Daniella Levine Cava
Jose "Pepe" Diaz	Sally A. Heyman
Eileen Higgins	Barbara J. Jordan
Joe A. Martinez	Jean Monestime
Dennis C. Moss	Sen. Javier D. Souto
Xavier L. Suarez	

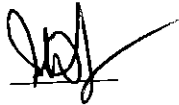
The Chairperson thereupon declared the resolution duly passed and adopted this 23<sup>rd</sup> day of July, 2019. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.



Shannon D. Summerset-Williams