



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 11/3/09

SUBJECT: Authorization to execute SHIP Program down payment assistance loan for Mr. Michael Brouillard

DEPARTMENT: COMMUNITY DEVELOPMENT

RECOMMENDED MOTION:

Authorize loan up to \$60,000 and acceptance of second mortgage and promissory note for the purchase of real property.

SUMMARY

The State Housing Initiatives Partnership program is a grant that is funded by the State in an effort to assist low and moderate-income individuals with housing needs.

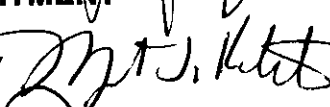
Michael Brouillard has been approved for assistance through the City's contractor Mid-Florida Housing Partnership. In addition to approval, Michael has attended classes on credit counseling and home ownership, as well as met all State regulations for assistance.

Funding used for this transaction comes from FY 2007 SHIP distribution and is not subject to the new, lower maximum award limitation approved by City Council beginning with the FY 2009-2012 SHIP Local Housing Assistance Plan.

All contracts and closing statements will be subject to approval by the City of Port Orange Legal Department prior to award of assistance and property closing.

ATTACHMENTS: Ordinance Resolution Budget Resolution

Other Support Documents

DEPARTMENT HEAD		Wayne Clark, Director	Date 10/7/09
FINANCE DEPARTMENT		Approved as to Budget Requirements	Date
CITY ATTORNEY		Approved as to Form and Legality	Date 10/26/09
CITY MANAGER		Approved Agenda Item For:	11/3/09

COUNCIL ACTION: Approved as Recommended Disapproved
 Tabled Indefinitely Continued to Date Certain
 Approved with Modification:



STAFF REPORT

SHIP Program Status

INTRODUCTION:

Request authorization to execute a SHIP Program mortgage and note for Mr. Michael Brouillard for up to \$60,000.00. For this particular client, the full amount of \$60,000.00 in assistance is needed in order to facilitate the purchase of the home. Mr. Brouillard has been determined a Very Low Income household eligible to receive assistance.

CLIENT ELIGIBILITY:

Mr. Brouillard:

- made application for assistance in August 2009
- was certified as income eligible according to SHIP guidelines in September 2009
- has been determined a Very Low Income household of one (1) person
- completed the required Homebuyer Education Course
- has secured first mortgage financing with a conventional lender providing a fixed rate, 30-year mortgage.

SHIP PROGRAM STATUS:

The City's SHIP Program has \$1,088,611.30 budgeted for the Down Payment Assistance Program for the three year grant program years contained in its current Local Housing Assistance Plan.

The Down Payment Assistance Program currently has **\$180,000.00 budgeted for Very Low Income applicants**, \$30,000.00 budgeted for Low Income applicants, and no additional funding remaining for Moderate Income applicants.

Upon expenditure of this funding, the Down Payment Assistance Program will have \$120,000.00 remaining for Very Low Income applicants.

RECOMMENDATION:

Staff recommends that City Council authorize the execution of a SHIP Program mortgage and note in the amount of \$60,000.00 for Mr. Michael Brouillard.