

AMENDED
PUBLIC NOTICE

The Lafayette County Commission will be holding a regular meeting on Monday, April 13, 2020 at 9:00 a.m. The meeting will be held in the Court Room at the Lafayette County Courthouse in Mayo, Florida. Listed below is an agenda for the meeting.

By Order Of:



Anthony Adams, Chairman
Lafayette County Commission

BOARD OF COUNTY COMMISSIONERS MEETING:

1. Open the meeting.
2. Invocation and pledge to the flag.
3. Approve the minutes.
4. Requests and comments from the community.
5. Department Heads:
 - A) Marcus Calhoun – Maintenance.
 - B) Scott Sadler – Public Works.
 - C) Robert Hinkle – Building/Zoning.
 - D) Marty Tompkins – EMS.
 - E) Shawn Jackson – Extension Office.
6. Open sealed bids for mechanical site prep at the Sims Farm.
7. Open sealed Requests for Qualifications for Real Estate Brokerage Services.
8. Discuss the implications of the COVID-19 declaration.
9. Review a SHIP Housing Plan Resolution for approval.
10. Discuss the County Road 411 project.
11. Leenette McMillan-Fredriksson – various items.
12. Approve the bills.
13. Other Business.
14. Future agenda items.
15. Adjourn.

All members of the public are welcome to attend. Notice is further hereby given, pursuant Florida Statute 286.0105, that any person or persons deciding to appeal any matter considered at this public hearing will need a record of the hearing and may need to ensure that a verbatim record of the proceeding is made which record includes the testimony and evidence upon which the appeal is to be based.

Persons with disabilities requesting reasonable accommodations to participate in this proceeding should contact (386) 294-1600 or via Florida Relay Service at (800) 955-8771.

See www.lafayetteclerk.com for updates and amendments to the agenda.

MAYO FREE PRESS

P.O. Box 370, Live Oak, FL 32064
Phone: 386-362-1734

Affidavit of Publication

STATE OF FLORIDA COUNTY OF LAFAYETTE:

Before the undersigned authority personally appeared Madonna Hoover, who on oath says that he/she is Legal Secretary of the Mayo Free Press, a weekly newspaper published at Mayo in Lafayette County, Florida; that the attached copy of advertisement, being a

PUBLIC NOTICE

in the matter of

LCBCC - Public Notice of a regular meeting on

04/13/2020

was published in the said newspaper on the following day(s), namely Mayo Free Press: 04/09/20.

Affiant further says that the said Mayo Free Press is a newspaper published at Mayo Free Press in said Lafayette County, Florida, and that the said newspaper has heretofore been continuously published in said Lafayette County, Florida, each week and has been entered as second class mail matter at the post office in Mayo, in said Lafayette County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

Signed: Madonna Hoover

Sworn to and subscribed before me on this day:
Date: April 9, 2020

Notary Public: Monja Slater

Personally known or produced identification _____

Type of identification produced: _____

PUBLIC NOTICE

The Lafayette County Commission will be holding a regular meeting on Monday, April 13, 2020 at 9:00 a.m. The meeting will be held in the County Commissioner's Meeting Room at the Lafayette County Courthouse in Mayo, Florida. Listed below is an agenda for the meeting.

By Order Of:
Anthony Adams, Chairman
Lafayette County Commission

BOARD OF COUNTY COMMISSIONERS MEETING:

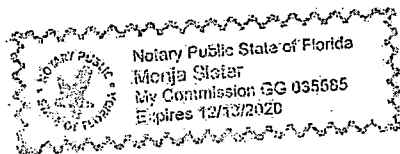
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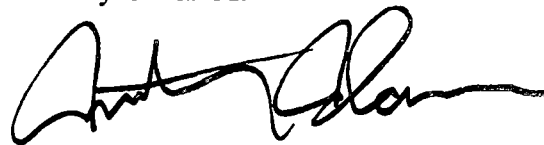
Ad # 381851



PUBLIC NOTICE

The Lafayette County Commission will be accepting sealed bids for mechanical site prep of approximately 140 acres at the county owned property known as the "Sims Farm" in the northern part of the county, parcel number 18-03-11-0000-00100. Anyone interested in bidding on this can pick up a bid packet at the Clerk of Court's office, located at 120 West Main Street, Mayo, Florida 32066, by calling (386) 294-1600, or printed from our website at www.lafayetteclerk.com. All bids are due by Thursday, April 9, 2020 at 4:00 p.m. The bids should be turned into the Clerk's Office, P.O. Box 88, 120 West Main Street, Mayo, Florida 32066. All envelopes should be labeled "sealed bid". The bids will be opened at a regular scheduled meeting on Monday, April 13, 2020 at 9:00 a.m. The meeting will be held in the County Commissioner's meeting room on the second floor of the Lafayette County Courthouse in Mayo, Florida. The Board of County Commissioners of Lafayette County reserve the right to reject any and all bids, to waive formalities, to re-advertise and award the bid in the best interest of Lafayette County, Florida, and to accept the highest and best bid.

By Order Of:



Anthony Adams, Chairman
Lafayette County Commission

All members of the public are welcome to attend. Notice is further hereby given, pursuant Florida Statute 286.0105, that any person or persons deciding to appeal any matter considered at this public hearing will need a record of the hearing and may need to ensure that a verbatim record of the proceeding is made which record includes the testimony and evidence upon which the appeal is to be based.

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MAYO FREE PRESS
Please Run 3/19/20 and 3/26/20.

6

BID SPECIFICATIONS
Sims Farm Property

Bid specifications for mechanical site prep to be performed for the Lafayette County Board of County Commissioners on the clear-cut areas of parcel **18-03-11-0000-0000-00100** containing approximately 140 acres.

Push, pile and burn all standing debris and/or trees exceeding 2" in diameter on clear-cut portion of parcel; and pull tandem drum choppers and/or heavy duty roam offset disc over entire site.

All bidders shall provide proof of worker's compensation and liability insurance showing maximum limits with their bid.

Applicators shall exercise all precautions to prevent damage to adjoining parcels.

All work must be completed by *June 1, 2020*.

All bids shall be submitted in a sealed envelope marked "**Site Prep Bid**" to Steve Land, Lafayette County Clerk of Court, P.O. Box 88, 120 West Main Street, Mayo, Florida 32066, by **Thursday, April 9, 2020 at 4:00 p.m.**

Firm Name: _____

Bid Amount: _____ **per acre**

Signature: _____

Date: _____

MAYO FREE PRESS

P.O. Box 370, Live Oak, FL 32064
Phone: 386-362-1734

Affidavit of Publication

STATE OF FLORIDA COUNTY OF LAFAYETTE:

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PUBLIC NOTICE

in the matter of

Public Notice - LCBCB will be accepting sealed bids for mechanical site prep - "Sims Farm"

was published in the said newspaper on the following day(s), namely Mayo Free Press: 03/19/20, 03/26/20.

Affiant further says that the said Mayo Free Press is a newspaper published at Mayo Free Press in said Lafayette County, Florida, and that the said newspaper has heretofore been continuously published in said Lafayette County, Florida, each week and has been entered as second class mail matter at the post office in Mayo, in said Lafayette County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

Signed: Madonna Hoover

Sworn to and subscribed before me on this day:

Date: March 26, 2020

Notary Public: Monja Slater

Personally known or produced identification in State of Florida

Type of identification produced: Monja Slater
My Commission GG-035585
Expires 12/13/2020

PUBLIC NOTICE

The Lafayette County Commission will be accepting sealed bids for mechanical site prep of approximately 140 acres at the county owned property known as the "Sims Farm" in the northern part of the county, parcel number: 18-03-11-0000-0000-00100. Anyone interested in bidding on this can pick up a bid packet at the Clerk of Court's office, located at 120 West Main Street, Mayo, Florida 32066, by calling (386) 294-1600, or printed from our website at www.lafayetteclerk.com. All bids are due by Thursday, April 9, 2020 at 4:00 p.m. The bids should be turned into the Clerk's Office, P.O. Box 88, 120 West Main Street, Mayo, Florida 32066. All envelopes should be labeled "sealed bid". The bids will be opened at a regular scheduled meeting on Monday, April 13, 2020 at 9:00 a.m. The meeting will be held in the County Commissioner's meeting room on the second floor of the Lafayette County Courthouse in Mayo, Florida. The Board of County Commissioners of Lafayette County reserve the right to reject any and all bids, to waive formalities, to re-advertise and award the bid in the best interest of Lafayette County, Florida, and to accept the highest and best bid.

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03/19, 03/26/2020

Ad # 375 227

MADISON Columbia Co., Inc.

871 NW Guerdon St.

Lake City, FL 32055

STEVE LAND - CLERK
LAFAYETTE COUNTY, FL

2020 APR -9 PM 3: 52

FILED

BOOK 42 PAGE 286

Site Prep Bid

Steve Land

Lafayette County Clerk of Court
P.O. Box 88, 120 West Main Street
Mayo, Florida 32066

Sealed Bid For:

Site Prep

Parcel 18-03-11-0000-0000-00100

Sims Farms

Bid Due Date: April 9, 2020 At 4:00 pm

BID SPECIFICATIONS
Sims Farm Property

Bid specifications for mechanical site prep to be performed for the Lafayette County Board of County Commissioners on the clear-cut areas of parcel **18-03-11-0000-0000-00100** containing approximately 140 acres.

Push, pile and burn all standing debris and/or trees exceeding 2" in diameter on clear-cut portion of parcel; and pull tandem drum choppers and/or heavy duty roam offset disc over entire site.

All bidders shall provide proof of worker's compensation and liability insurance showing maximum limits with their bid.

Applicators shall exercise all precautions to prevent damage to adjoining parcels.

All work must be completed by *June 1, 2020*.

All bids shall be submitted in a sealed envelope marked "**Site Prep Bid**" to Steve Land, Lafayette County Clerk of Court, P.O. Box 88, 120 West Main Street, Mayo, Florida 32066, by **Thursday, April 9, 2020 at 4:00 p.m.**

Firm Name: Anderson Columbia Co., Inc.

Bid Amount: \$5,000.00 per acre

Signature: 

Date: 04/09/2020

H

KENNETH HART

939 N.W. Harold Winburn Rd.
Mayo, FL 32066

STEVE LAND - CLERK
LAFAYETTE COUNTY, FL

2020 APR -9 PM 3:51

FILED

BOOK 42 PAGE 288

Site Prep. Bid
ATT: Steve Land

**BID SPECIFICATIONS
Sims Farm Property**

Bid specifications for mechanical site prep to be performed for the Lafayette County Board of County Commissioners on the clear-cut areas of parcel 18-03-11-0000-0000-00100 containing approximately 140 acres.

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All bidders shall provide proof of worker's compensation and liability insurance showing maximum limits with their bid.

Applicators shall exercise all precautions to prevent damage to adjoining parcels.

All work must be completed by June 1, 2020. *would need extended time to complete*

All bids shall be submitted in a sealed envelope marked "Site Prep Bid" to Steve Land, Lafayette County Clerk of Court, P.O. Box 88, 120 West Main Street, Mayo, Florida 32066, by Thursday, April 9, 2020 at 4:00 p.m.

Firm Name: Hart Landclearing, INC.

Bid Amount: \$ 500.00 per acre

Signature: [Handwritten Signature]

Date: 4-9-20

*Florida Forest Service
Certified Pile burner Number P20120785
will need to disuss and Ask for Extended Completion
date.*

*Insurance #
Policy CPS7078²04*

RFQ Title: REAL ESTATE AGENT

The Lafayette County Board of County Commissioners will receive qualifications at the Clerk of Court's Office located at 120 West Main Street, Mayo, FL 32066, before Thursday, April 9, 2020 by 4:00 p.m. The RFQ's will be opened at the Regular Board Meeting on Monday, April 13, 2020 at 9:00 a.m. Instructions to respondents can be found at www.lafayetteclerk.com or picked up at the Clerk of Court's Office.

This solicitation does not commit Lafayette County to award a contract, to pay any costs incurred in the preparation of a qualifications statement, or to procure or contract for services.

The Board of County Commissioners reserves the right to reject any and all qualifications statements received as a result of this request, to negotiate with all qualified responders, to cancel in part or in its entirety this solicitation, or re-advertise if it is in the best interest of the County to do so.

The Board of County Commissioners does not discriminate because of race, creed, color, national origin or handicap status.

MAYO FREE PRESS

P.O. Box 370, Live Oak, FL 32064
Phone: 386-362-1734

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in the matter of

RFQ Title: REAL ESTATE AGENT - LCBCB will receive qualifications at the Clerk of Court's Office

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Affiant further says that the said Mayo Free Press is a newspaper published at Mayo Free Press in said Lafayette County, Florida, and that the said newspaper has heretofore been continuously published in said Lafayette County, Florida, each week and has been entered as second class mail matter at the post office in Mayo, in said Lafayette County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

Signed: Madonna Hoover

Sworn to and subscribed before me on this day:
Date: MARCH 19, 2020

Notary Public: Monja Slater

Personally known or produced identification _____

Type of identification produced: _____

RFQ Title:
REAL ESTATE AGENT

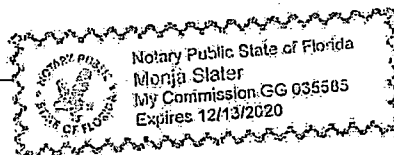
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03/19/2020

Ad # 375378



REQUEST FOR QUALIFICATIONS (RFQ) REAL ESTATE AGENT

REAL ESTATE BROKERAGE SERVICES

for

THE BOARD OF COUNTY COMMISSIONERS LAFAYETTE COUNTY

**SECTION ONE
INTRODUCTION**

Lafayette County Board of County Commissioners (Board) is soliciting competitive, sealed responses from qualified firms to provide real estate brokerage services in accordance with the terms and conditions set forth in this Request for Qualifications (RFQ), and any other term and condition in any contract subsequently awarded. Offerors shall be selected and determined through The Board of County Commissioners review of each response, considering the factors identified in this RFQ and any other factors that it considers relevant to serving the best interests of The Board of County Commissioners and its mission. The Board of County Commissioners expects to select one or more Offerors that propose to provide all of the real estate brokerage services specified in this RFQ.

**SECTION TWO
DEFINITIONS**

For purposes of this document, the following terms shall be defined as follows:

- “Board” Lafayette County Board of County Commissioners.
- “Broker” A person or entity providing the real estate brokerage services described in this RFQ.
- “Committee” The review committee appointed by the Board of County Commissioners.
- “Contract” The document containing the terms and conditions of this Request for Qualifications and any other term and condition that the parties require.
- “Contractor” A person or entity providing the professional services described in Section Four of this RFQ.
- “Days” Calendar days, unless otherwise specified.
- “Effective Date” The date the last party signs the Contract that is awarded as a result of this Request for Qualifications.
- “Interested Party” A person or entity that obtains a copy of the Request for Qualifications from The Board of County Commissioners.

“Offeror”	Any person or entity who has the capability in all respects to perform fully the requirements contained in this RFQ, and submits a response to this RFQ.
“Response”	The written submission by an Offeror to this RFQ.
“RFQ”	This RFQ, including all exhibits, if any, referenced in this document and all other documents incorporated by reference, if any.
“Staff”	Any employee of the Board of County Commissioners
“Threshold Item”	A mandatory requirement of the RFQ. Failure to meet any requirement in the RFQ designated as a “Threshold Item” shall result in rejection (no further action) of a Response.

**SECTION THREE
PROCEDURES AND PROVISIONS**

A. An Offeror must submit an original and five (5) copies of the Response in a sealed envelope marked “RFQ Real Estate Agent.” Each envelope or package containing Responses must clearly state the name of the Offeror. The Response that is the original must be clearly indicated on that Response. The Board of County Commissioners shall not accept a faxed or e-mailed Response. The Board of County Commissioners must receive any Responses on or before 4:00 PM, Eastern Time, on Thursday, April 9, 2020. Responses shall be opened at the regularly scheduled Board Meeting that day. All responses should be delivered to the following:

Steve Land, Clerk of Court
Lafayette County Board of County Commissioners
P.O. Box 88
120 West Main Street
Mayo, Florida 32066
(386) 294 1600

B. This RFQ does not commit The Board of County Commissioners to award a Contract to any Offeror or to pay any costs incurred in the preparation or mailing of a Response.

C. All services under the Contract awarded are to be performed solely by the Contractor, unless subcontracted or assigned with the prior written approval and consent of The Board of County Commissioners.

D. The Board of County Commissioners reserves the right to: **BOOK 42 PAGE 295**

1. Waive minor deficiencies and informalities;
2. Accept or reject any or all Responses received as a result of this RFQ;
3. Obtain information concerning any or all Offerors from any source;
4. Request an oral interview before the Board from any or all Offerors;
5. Select for Contract negotiation or for award a Response other than that with the highest score if, in the judgment of The Board of County Commissioners, its and the public's best interest shall be served; and
6. Negotiate with the successful Offeror with respect to any additional terms or conditions of the Contract.

E. Any person who wishes to protest the specifications of this RFQ must file a protest in compliance with Section 120.57(3), Fla. Stat., and Rule Chapter 28-110, Fla. Admin. Code. Failure to file a protest within the time prescribed in Section 120.57(3), Fla. Stat., shall constitute a waiver of proceedings under Chapter 120, Fla. Stat.

F. The term of the Contract shall be for one (1) year, subject to satisfactory performance at the sole discretion of The Board of County Commissioners. If the parties mutually agree in writing, the Contract may be renewed for additional one (1) year periods.

G. The Board of County Commissioners award of a Contract to an Offeror does not obligate The Board of County Commissioners to assign a *pro rata* portion of work, or any work, to the Offeror for any service contemplated by the Contract.

H. The Board of County Commissioners is not required to utilize the services of any selected Contractor and may terminate any selected Contractor without cause and without penalty.

I. Pursuant to Fla. Admin. Code R. 67-49.004, The Board of County Commissioners may modify the terms of the RFQ at any point prior to two (2) weeks of the due date for Responses. A notice of such modification shall be posted on The Board of County Commissioners Notice Board and shall be provided to potential Offerors who requested copies of the RFQ.

J. The terms of this RFQ, and any modifications thereto, shall be incorporated into any Contract offered as a result of this RFQ. Failure of a successful Offeror to accept these obligations in the final Contract may result in cancellation of the award at The Board of County Commissioners sole discretion.

**SECTION FOUR
SCOPE OF SERVICES**

BOOK 42 PAGE 296

The Broker shall perform and render the services listed below as an independent contractor and not as an agent, representative, or employee of The Board of County Commissioners. These services shall include, but not be limited to the following:

- A. Advise The Board of County Commissioners on expected selling price range as well as listing price;
- B. Provide valuation model utilized to determine expected selling price and proposed listing price;
- C. Advise The Board of County Commissioners concerning market conditions and expected time to sell;
- D. Develop a sale strategy and marketing plan for each property;
- E. Provide marketing materials (subject to review and approval by The Board of County Commissioners);
- F. Provide timely market analysis and research;
- G. Provide access to broker networks including listing properties on commercial listing websites; Provide and review documents related to sales and assist in the closing of sales;
- H. List on the Multiple Listing Service and other appropriate listing venues;
- I. Marketing and showing properties to prospective buyers;
- J. Work with prospective buyers, as well as other real estate agents/brokers, to facilitate offers and negotiate sales agreements;
- K. Suggest any available financing options to potential buyers;
- L. Assist in the preparation and review of legal contracts related to the sale of properties;
- M. Represent The Board of County Commissioners at closings;
- N. Provide appraisal services if needed; and
- O. Such other real estate services as may be requested by The Board of County Commissioners from time to time.

**SECTION FIVE
CERTIFICATION**

Do not reproduce the language of Section Five in the Response. By inclusion and execution of the statement provided in Section Five, item I, of this RFQ, each Offeror certifies that:

A. The Offeror submits this Response without prior understanding, agreement, or connection with any person or entity submitting a separate Response for the same services. However, any agreement with a person or entity with whom the Response is jointly filed and such joint filing is made clear on the face of the Response shall be an exception so long as the Response is in all respects fair and without collusion or fraud.

B. Any material submitted in response to this RFQ is a public record pursuant to Chapter 119, Fla. Stat., and subject to examination upon request, after The Board of County Commissioners

provides a notice of decision pursuant to Section 120.57(3), Fla. Stat., or within ten (10) Days after the Response is opened, whichever is earlier.

C. The Offeror is in compliance with Section 420.512(5), Fla. Stat. For the purpose of Section 420.512(5), Fla. Stat., "Prohibited Business Solicitation Communications" is defined by Section 420.503(32), Fla. Stat.

D. The Offeror is in compliance with Section 287.133(2)(a), Fla. Stat.

E. Pursuant to Section 119.0701(2), Fla. Stat., the Service Provider is required "to comply with public records laws, specifically to:

- a. Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform the service.
- b. Provide the public with access to public records on the same terms and conditions that the public agency would provide the records and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- d. Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the public agency in a format that is compatible with the information technology systems of the public agency.

Notwithstanding anything contained herein to the contrary, the provisions and requirements of this paragraph shall only apply if and when Service Provider is acting on behalf of The Board of County Commissioners.

F. The Offeror acknowledges that any Offeror selected shall be prohibited from engaging in activities in connection with services related to The Board of County Commissioners transactions that produce direct or indirect financial gain for the Offeror other than for the compensation agreed upon in the Contract that results from this RFQ, unless that Offeror has The Board of County Commissioners written consent after The Board of County Commissioners has been fully informed of such activities in writing.

G. In addition to the conflict of interest rules imposed by the Florida Statutes, the Offeror(s) that is (are) selected may not engage in any actual, apparent, or potential conflict of interest. Should any such actual, apparent, or potential conflict of interest come into being subsequent to the effective date of the Contract and prior to the conclusion of the Contract, the Offeror shall provide notification (Notice of Conflict of Interest) to The Board of County Commissioners, through first class certified mail, return receipt requested, within ten (10) working days, seeking consent from The Board of County Commissioners. If the Offeror is found to be in non-

compliance with this provision, without written consent from The Board of County Commissioners, any compensation received in connection with the Contract shall be subject to forfeiture to The Board of County Commissioners.

H. The Offeror, in submitting this Response, acknowledges and agrees that the terms and conditions of this RFQ, as well as any modifications thereto, shall be incorporated into any Contract offered as a result of this RFQ.

BOOK 42 PAGE 298

I. CERTIFICATION STATEMENT:

THE FOLLOWING SHALL BE REPEATED IN THE OFFEROR'S RESPONSE AND SIGNED BY AN INDIVIDUAL AUTHORIZED TO BIND THE OFFEROR. THIS IS A THRESHOLD ITEM AND FAILURE TO INCLUDE THE CERTIFICATION STATEMENT BEARING AN ORIGINAL SIGNATURE SHALL RESULT IN REJECTION OF THE RESPONSE.

"I agree to abide by all conditions of RFQ Real Estate Agent and certify that all information provided in this Response is true and correct, that I am authorized to sign this Response as the Offeror and that I am in compliance with all requirements of the RFQ, including but not limited to, the certification requirements stated in Section Five of this RFQ."

Authorized Signature (Original)

Print

Name and Title

**SECTION SIX
INFORMATION TO BE PROVIDED IN RESPONSE**

In providing the following information, restate each item and sub-item (with its letter and number), limit your Response to one bound volume. Responses to the items must be included immediately after the restated items without any reference to any appendix.

A. COVER LETTER

Each proposal must be accompanied by a cover letter that contains a general statement of the purpose of submission and includes the following information:

1. The name, job title, address, office and cellular telephone numbers, fax number, and e-mail address of a primary contact person, who will be responsible for day-to-day contact with The Board of County Commissioners, and any backup personnel who would be accessible if the primary contact cannot be reached.

2. Legal business status (individual, partnership, corporation, etc.) and address and telephone number of the Offeror.

B. GENERAL INFORMATION

1. Provide a brief history of the Offeror, including the year organized, ownership, the total number of employees and sales associates, and the location of offices.
2. Provide evidence of certification that the Offeror is qualified to do business in the State of Florida.
3. Describe the Offeror's ability to provide each of the services requested in Section Four of this RFQ immediately upon award of the Contract.
4. Provide proof of current professional liability errors and omissions insurance to include the following:
 - a. Name of carrier and policy number;
 - b. Effective date and termination date of insurance;
 - c. Policy exclusions, if any;
 - d. Current coverage amounts;
 - e. Staff covered; and
 - f. Type of coverage.
5. Provide a copy of the Offeror's Real Estate Broker's license from the Florida Department of Business and Professional Regulation.
6. Provide the Offeror's strategy to position, market, and sell targeted properties. Provide a typical action plan for property sale, including report format and content.
7. Describe the Offeror's approach to determining the value of properties and provide an example of the Offeror's model used in such valuation approach.

C. EXPERIENCE

1. Provide a detailed description of previous work experience.
2. Provide a list of at least three (3) clients as references that includes:
 - a. Client name and address;
 - b. Contact person;
 - c. Title of contact person;
 - d. Telephone number and e-mail address of the contact person;
 - e. Dates services provided;
 - f. Brief description of work performed for the client; and
 - g. A statement of express permission for The Board of County Commissioners to contact any identified client and request information on the performance of the Offeror.

Prior to submittal of the Response, the Offeror must inform the named clients that their names are being listed. Selected clients may be contacted to determine the quality of work performed and personnel assigned to perform the work. The result of the reference checks may be provided to the Commission or Committee to be used in scoring the written Response.

3. Provide information on any contract entered into by the Offeror to provide services similar to those described in Section Four of this RFQ that was terminated prior to the completion in the last five (5) years, with details of such circumstances. If the Offeror has not had any contracts terminated in this manner, the Offeror shall indicate such as a part of their Response.

D. QUALIFICATIONS OF PERSONNEL

1. Provide the name, title, office location, telephone number, e-mail address, and brief resumes for the personnel who will be assigned to The Board of County Commissioners account. Include their level of responsibility and availability. Describe the professional background of these individuals, specifically identifying assignments involving services similar to those described in this RFP in the last two (2) years.

2. Provide a description of to what extent, if any, the Offeror, including any officers or directors or other personnel are now, or have been, under indictment, investigation, order or disciplinary proceeding issued by a regulatory or governmental entity, or engaged in litigation or subject to an order from a court of competent jurisdiction. If any such condition exists, or existed, discuss the outcome and to what extent this could impair the level of service of the Offeror. If the Offeror has not experienced any such condition, the Offeror shall indicate such as a part of their Response.

E. FEES

1. Provide any and all fees to be charged in connection with the services described in Section Four of this RFQ. An estimated maximum brokerage fee expressed in terms of a percentage per sales price per property shall be specified that includes both travel expenses and printing of required research and marketing materials. This is a fixed-fee for services contract and The Board of County Commissioners will not separately cover expenses incurred by the Offeror.

FINAL FEE SCHEDULE SHALL BE SUBJECT TO NEGOTIATION.

F. MINORITY BUSINESS ENTERPRISE

If the Offeror is a minority business enterprise as defined in Section 288.703, Fla. Stat., the Respondent must submit the following certification:

I hereby certify on behalf of the Offeror, that the Offeror is a "minority business enterprise" as defined in Section 288.703(3), Fla. Stat.

Authorized Signature: _____ Print
 Name: _____ Print Title:

G. CERTIFICATION STATEMENT (THRESHOLD ITEM)

FAILURE TO INCLUDE THE CERTIFICATION STATEMENT LOCATED IN SECTION FIVE OF THIS RFP BEARING AN ORIGINAL SIGNATURE SHALL RESULT IN REJECTION OF THE RESPONSE.

**SECTION SEVEN
 EVALUATION PROCESS**

Individual Committee members shall evaluate the Responses independently or the Board of County Commissioners may evaluate the Responses at a regularly scheduled Board meeting. As indicated in this section, points shall be assigned to certain items presented in Section Six of this RFQ. Members shall evaluate the Responses by reviewing the answers to each of the items and assigning points up to the maximum points allowed for each item. The Committee or Board shall not use those items without points assigned in computing the numerical score, but shall use them as part of their evaluation and/or recommendation process, for informational purposes, as a basis for possible disqualification, and to break any tie. The Committee or Board shall also use the various scored items as a part of its evaluation and recommendation process. The Committee or Board may conduct one or more public meetings during which members may discuss their evaluations, make any adjustments deemed necessary to best serve the interests of The Board of County Commissioners and its citizens, interview Offerors and/or observe a software demonstration. A Committee and/or Staff may make a recommendation, in addition to providing the scoring information and the information from the non-scored items to the Board for the Board to use in making the final selection. A Committee and/or Staff may also give the Board a written and/or verbal narrative describing the reasons for any recommendation. Staff may recommend that the Board conduct oral interviews as part of the evaluation process to select the Offeror. The Board may use the Responses, the Committee's scoring, the non-scored items in the Responses, any other information or recommendation provided by the Committee or Staff, any oral presentations of Offerors and any other information the Board deems relevant in its selection of Offerors to whom to award a Contract. The points available for each of the items to be evaluated are as follows:

<u>Item Reference</u>	<u>Maximum Points</u>
B.1 General Information	5
B.3 General Information	10
B.6 General Information	15
B.7 General Information	15
C.1 Experience.....	25
C.2 Experience.....	5
D. Qualifications of Personnel	20
E. Fees	10
 Total Points Available.....	 100

**SECTION EIGHT
AWARD PROCESS**

The Board of County Commissioners expects to provide notice of its decision, or intended decision, after the applicable Board vote. After posting, an unsuccessful applicant may file a notice of protest and a formal written protest in accordance with Section 120.57(3), Fla. Stat., et al. Failure to file a protest within the time prescribed in Section 120.57(3), Fla. Stat., et al. or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Fla. Stat.

Exhibit E
67-37.005(1), F.A.C.
[2020]

RESOLUTION #: 2020-04-02

A RESOLUTION OF THE BOARD OF COUNTY COMMISSION OF LAFAYETTE COUNTY, FLORIDA APPROVING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES; AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSION 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 of Florida Sessions Laws, 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 (1992), and Rule 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 made 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, F.S.* 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% of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(17), 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.

WHEREAS, the Economic and Community Development Department has prepared a three-year Local Housing Assistance Plan for submission to the Florida Housing Finance Corporation; and

WHEREAS, the County Commission finds that it is in the best interest of the public for LAFAYETTE COUNTY to submit the Local Housing Assistance Plan for review and approval so as to qualify for said documentary stamp tax funds; and

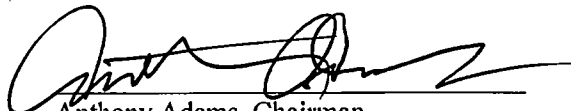
NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSION OF LAFAYETTE COUNTY, FLORIDA that:

Section 1: The Board of County Commission of Lafayette County hereby approves the Local Housing Assistance Plan, as attached and incorporated hereto for submission to the Florida Housing Finance Corporation as required by ss. 420.907-420-9079, Florida Statutes, for fiscal years 2020-2021, 2021-2022, 2022-2023.

Section 2: The Chairman of the Board of County Commission is hereby designated and authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan, and to do all things necessary and proper to carry out the term and conditions of said program.


Section 3: This resolution shall take effect immediately upon its adoption.

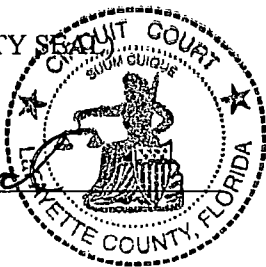
PASSED AND ADOPTED THIS 13th DAY OF April, 2020.


Anthony Adams, Chairman
Lafayette County Board of County Commission

(LAFAYETTE COUNTY SEAL)

ATTEST:


Steve Land, Clerk of Court



**CERTIFICATION TO
FLORIDA HOUSING FINANCE CORPORATION**

Local Government or Interlocal Entity: LAFAYETTE COUNTY

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 insure 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).

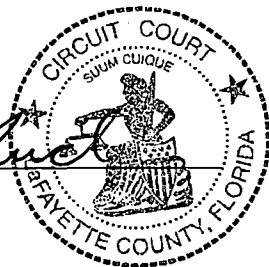
Hannah Owens
Witness

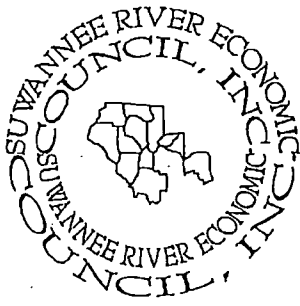
[Signature]
Anthony Adams, Chairman
Board of County Commission

Misty Owen
Witness

4/13/20
Date

[Signature]
Attest:
(Lafayette County Seal)





Suwannee River Economic Council, Inc.
Post Office Box 70
Live Oak, Florida 32064

Administrative Office - Phone (386) 362-4115
Fax (386) 362-4078

E-Mail: mattpearson@suwanneec.net

Website: www.srecinc.org

April 3, 2020

Mr. Steve Land
Clerk of Court
Lafayette County
POB 88
Mayo FL 32066

BOOK 42 PAGE 307

Dear Steve:


Enclosed please find the Lafayette County SHIP Local Housing Assistance Plan (LHAP) for inclusion on the Consent Agenda at the April 13th meeting of the County Commission. This is a new LHAP for 2020/2021, 2021/2022, and 2022/2023.

Also enclosed is the Exhibit D (LHAP Certification) and Exhibit E (Adopting Resolution). Upon approval please return one executed original to this office.

If you have any questions feel free to contact us.

Sincerely,

Matt Pearson
Executive Director

MP/ssb 
enclosure

Celebrating

SERVING

BRADFORD-COLUMBIA-DIXIE-GILCHRIST-HAMILTON-LAFAYETTE-LEVY-MADISON-PUTNAM-SUWANNEE-TAYLOR-UNION

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LAFAYETTE COUNTY

BOOK 42 PAGE 308

SHIP LOCAL HOUSING ASSISTANCE PLAN (LHAP)

2020-2021, 2021-2022, 2022-2023



Table of Contents

Description	Page #
Section I, Program Details	3
Section II, Housing Strategies	
A. PURCHASE ASSISTANCE WITH REHAB	7
B. PURCHASE ASSISTANCE WITHOUT REHAB	8
C. OWNER OCCUPIED REHAB	10
D. DEMOLITION / RECONSTRUCTION	11
E. DISASTER STRATEGY	12
F. EMERGENCY REPAIR	13
Section III, Incentive Strategies	
A. Expedited Permitting	14
B. Ongoing Review Process	14
Exhibits	15
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	
G. Subordination Agreement Policy	



I. Program Details:

A. LG(s)

Name of Local Government	Lafayette County
Does this LHAP contain an interlocal agreement?	No

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: 2020-2021, 2021-2022, 2022-2023

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:



Applications are placed on an intake log in order of receipt by the SHIP Administrator and separated by strategy. Special Needs designation is made upon verification by the SHIP Administrator. Applications are processed as set forth in the individual strategies listed herein. Once funding has been expended, the priority list is maintained as a waiting list, and is continually updated as new applications are received.

- J. **Discrimination:** In accordance with the provisions of ss.760.20-760.37, 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.
- L. **Purchase Price Limits:** The sales price or value of new or existing eligible housing may not exceed \$180,000. 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.

"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	Fiscal responsibility for SHIP funds	40%
Third Party Entity/Sub-recipient	All administrative responsibility required to carry out the SHIP program in full, including record retention and reporting as requested.	60%

- 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:** : A \$500.00 Project Delivery Cost (PDC) for inspections will be charged for Purchase Assistance with Rehab. A \$1,000 PDC for inspections will be charged for Emergency Repair, Owner Occupied Rehab, and Disaster Strategy. The PDC will be included in the award amount, and will be included in the SHIP (if a SHIP Lien is applicable to the strategy).
- 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:** Whenever repairs are necessary and performed on a home by a contractor under contract with the SHIP Administrator green initiatives will be utilized to include, but are not limited to: low E windows, energy efficient hot water heaters, energy efficient appliances, high efficient HVAC systems, etc.
- V. **Describe efforts to meet the 20% Special Needs set-aside:** Applications with households qualifying as Special Needs as defined by Section 420.0004(13) will be given priority.
- W. **Describe efforts to reduce homelessness:** Lafayette County residents needing emergency shelter housing will be referred to GRACE Marketplace (operated by North Central Florida Coalition for the Homeless and Hungry), 3055 NE 28th Drive, Gainesville FL 32609, 352-792-0800, www.gracemarketplace.org.

For those Lafayette County residents seeking information for affordable rental housing and who are not in immediate danger of eviction and/or homelessness, referrals will be made to floridahousingsearch.org, 1-877-428-8844.

Additional assistance is provided through the Emergency Repair and Owner Occupied Rehab strategies which provide for the correction of health, safety, and building code violations in order for the resident to maintain the existing home and prevent homelessness.

- X. **General Provisions:** The following provisions will apply to all strategies unless otherwise indicated:
 1. **Property Location.** Property must be located within Lafayette County to be eligible for assistance.
 2. **Income-Producing Properties.** Residential properties used as income producing properties are not eligible for SHIP assistance. Income producing properties are defined as properties producing rental income, or business income based on day care, personal services, retail services or similar activities that require regular and ongoing visits by clients and/or customers to the property. Home offices do not create income producing properties unless the office is regularly used to meet with customers within the property.
 3. **Applicant contributions defined:** Such contributions may include cash deposits paid under a purchase contract; typical closing cost expenses paid at or outside of closing; the cost of purchasing hazard insurance in instances where there is no existing insurance; and required repairs or additions to the property not paid by SHIP and paid for by the applicant provided repairs or additions are complete and documentation provided. Value of land owned or given may be applied toward contribution requirement. Written documentation must be provided. Payments for prior year's taxes, liens, repairs or improvements not required by SHIP or costs to cure existing title defects are excluded.
 4. **SHIP mortgage position:** SHIP mortgages must be in primary or secondary position. SHIP mortgages may not be in positions inferior to second position even in instances of subordination.



- 5. **Contractor information:** For strategies requiring new construction and any form of rehabilitation, repair, or reconstruction only state licensed contractors with proof of active status and insurance will be approved for contract work. Contractors are required to submit request of payment draws through the SHIP Administrators Office. The SHIP Administrator will review the draw schedule, prepare draw requests and pay contractors. Upon completion and final inspection approval by the County Building Inspector, final payment will be made to the contractor. All documentation will be submitted to the Lafayette County Clerk of Court for reimbursement to the SHIP Administrator.
- 6. **Eligible housing:** any real and personal property located within the county or the eligible municipality which is designed and intended for the primary purpose of providing decent, safe, and sanitary residential units that are designed to meet the standards of the Florida Building Code or previous building codes adopted under chapter 553. Manufactured housing constructed after June 1994 and installed in accordance with the installation standards for mobile or manufactured homes contained in rules of the Department of Highway Safety and Motor Vehicles, are eligible for Emergency Repair, Owner Occupied Rehab, Disaster Repair / Mitigation, and Demolition / Reconstruction strategies. Mobile homes eligible for the Purchase Assistance with Rehab strategy must be no more than ten (10) years old. Mobile homes eligible for the Purchase Assistance without Rehab strategy must be newly constructed.
- 7. **Mortgage Maximums.** The total of the existing primary mortgage and the secondary mortgage cannot exceed \$180,000 excluding approved closing costs. Approved closing costs are those costs that are normal and customary in closing a primary or secondary Real Estate mortgage. This specifically excludes any costs associated with debt consolidation, pay-down of debt, or any existing debt or judgment payoff other than an existing mortgage encumbering the property. Sales price and/or value is defined in F.S. 420.9071.

Section II. LHAP Strategies:

Strategy Name: PURCHASE ASSISTANCE WITH REHAB	Code 01
--	---------

Summary: Assist applicants with the down payment and closing costs for the purchase and repair of an existing home.

- a. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023
- b. Income Categories to be served: Very low, Low and Moderate
- c. Maximum award: \$25,000 for Very Low; \$25,000 for Low, \$20,000 for Moderate
- d. Terms:
 - 1. Repayment loan/deferred loan/grant: Deferred loan secured by a recorded, subordinate mortgage.
 - 2. Interest Rate: 0%
 - 3. Years in loan term: 10
 - 4. Forgiveness: 10% per year from the date of the SHIP lien.
 - 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 the SHIP recipient must repay the prorated loan amount if any of the following occurs: sale, title transfer or conveyance of property or otherwise dispose of the home; conversion to a rental property; loss of homestead exemption status; or failure to occupy the home as primary residence. 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. 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. If the home is foreclosed on by a superior mortgage holder the County will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a recapture.

- e. Recipient/Tenant Selection Criteria: Applicants must meet SHIP program income eligibility regulations in addition to the criteria listed in Section I Program Details. Applications will be processed in date order as received by the SHIP Administrator. SHIP funds will be committed on a first-qualified, first-served basis, providing funds are available. "First-qualified" is defined as having a hard copy of all commitment required documents on file with the SHIP Administrator: Sales Contract and Addendums (if applicable), Lender's Loan Application, Appraisal, Home Inspection Report conducted by a State of Florida certified Home Inspector, and a Wood Destroying Organism (WDO) Report conducted by a State of Florida licensed Pest Control Inspector, and any other documentation requested by the SHIP Administrator.

- f. Sponsor Selection Criteria: N/A

- g. Additional Information:
 - 1. Down payment assistance cannot exceed 50% of the sales price of the home.
 - 2. Client contribution amount is 1% of the sales price.
 - 3. Subordination requests for refinancing will be in accordance with Exhibit H Subordination Agreement Policies.
 - 4. In the case of financing by an individual rather than a financial institution the follow will apply:
 - a. SHIP Lien Agreement will be in the primary lien position and the financier will be in the subordinate lien position.
 - b. The interest rate cannot exceed 8%.
 - c. The maximum PITI cannot exceed 30% of the client's gross monthly income.
 - d. There can be no balloon payment.
 - e. An amortization schedule must be provided to the SHIP Administrator.
 - 5. Minimum amount of rehab to qualify for this strategy is \$1,500.00
 - 6. "Net proceeds" is defined as the amount remaining after all private debt is repaid. The County's Board of County Commission will make the determination of Forgiveness based upon client justification and circumstances.

Strategy Name: PURCHASE ASSISTANCE WITHOUT REHAB	Code 02
--	---------

Summary: Assists applicants and co-applicants with the down payment and closing costs associated with the purchase of a newly constructed home.



- a. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023
- b. Income Categories to be served: Very low, Low and Moderate
- c. Maximum award: \$25,000 for Very Low, \$25,000 for Low, \$20,000 for Moderate
- d. Terms:
 - 1. Repayment loan/deferred loan/grant: Deferred loan secured by a recorded, subordinate mortgage.
 - 2. Interest Rate: 0%
 - 3. Years in loan term: 10
 - 4. Forgiveness: 10% per year from the date of the SHIP lien.
 - 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 the SHIP recipient must repay the prorated loan amount if any of the following occurs: sale, title transfer or conveyance of property or otherwise dispose of the home; conversion to a rental property; loss of homestead exemption status; or failure to occupy the home as primary residence. 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. 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. If the home is foreclosed on by a superior mortgage holder the County will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a recapture.
- e. Recipient/Tenant Selection Criteria: Applicants must meet SHIP program income eligibility regulations in addition to the criteria listed in Section I Program Details. Applications will be processed in date order as received by the SHIP Administrator. SHIP funds will be committed on a first-qualified, first-served basis, providing funds are available. "First-qualified" is defined as having a hard copy of all commitment required documents on file with the SHIP Administrator: Sales/Construction Contract and Addendums (if applicable), Lender's Loan Application, Appraisal, and any other documentation requested by the SHIP Administrator.
- f. Sponsor Selection Criteria: N/A
- g. Additional Information:
 - 1. Down payment assistance cannot exceed 50% of the sales price of the home.
 - 2. Client contribution amount is 1% of the sales price.
 - 3. Subordination requests for refinancing will be in accordance with Exhibit H Subordination Agreement Policies.
 - 4. Construction contracts must be turnkey. Turnkey is defined as a type of construction contract under which the construction firm is obligated to complete a project according to pre-specified criteria for a price that is fixed at the time the contract is signed.
 - 5. In the case of financing by an individual rather than a financial institution the follow will apply:
 - a. SHIP Lien Agreement will be in the primary lien position and the financier will be in the subordinate lien position.



- b. The interest rate cannot exceed 8%.
 - c. The maximum PITI cannot exceed 30% of the client's gross monthly-income.
 - d. There can be no balloon payment.
 - e. An amortization schedule must be provided to the SHIP Administrator.
6. "Net proceeds" is defined as the amount remaining after all private debt is repaid. The County's Board of County Commission will make the determination of Forgiveness based upon client justification and circumstances.

Strategy Name: OWNER OCCUPIED REHAB	Code 03
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Summary: Assists applicants and co-applicants with the rehabilitation of their primary residence.

- a. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023
- b. Income Categories to be served: Very low and Low
- c. Maximum award: \$40,000
- d. Terms:
 - 1.. Repayment loan/deferred loan/grant: Deferred loan secured by a recorded mortgage.
 - 2. Interest Rate: 0%
 - 3. Years in loan term: 5
 - 4. Forgiveness: 20% per year from the date of the SHIP lien Repayment: Not required as long as the loan is in good standing
 - 5. Default: The loan will be determined to be in default and the SHIP recipient must repay the prorated loan amount if any of the following occurs: sale, title transfer or conveyance of property or otherwise dispose of the home; conversion to a rental property; loss of homestead exemption status; or failure to occupy the home as primary residence. 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. 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. If the home is foreclosed on by a superior mortgage holder the County will make an effort to recapture funds through the legal process it if is determined that adequate funds may be available to justify pursuing a recapture.
- e. Recipient/Tenant Selection Criteria: In addition to meeting income eligibility requirements, recipients must meet certain other criteria listed in Section I Program Details. Applications will be ranked according to the following point criteria. Applications with the highest points will be served first.

Age of Household Members	Household Income
Over 606 points	Below federal poverty level6 points
Under 126 points	
Special Needs as defined herein.....6 points	Served Previously in the past 5 years, points per occurrence.....-10 points



f. Sponsor Selection Criteria: N/A

g. Additional Information:

1. Property taxes must be free of delinquent property taxes.
2. Existing homeowner's insurance is not required to be eligible for assistance.
3. "Net proceeds" is defined as the amount remaining after all private debt is repaid. The County's Board of County Commission will make the determination of Forgiveness based upon client justification and circumstances.

Strategy Name: DEMOLITION / RECONSTRUCTION	04
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a.	Summary: Assists applicants with the demolition of an existing home when at least 50% of the dwelling is beyond reasonable repair, and construction of a new, affordable home.
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b. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023

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

d. Maximum award: \$50,000.00. If cost exceed maximum award client must be awarded CDBG grant for the remainder.

e. Terms:

1. Repayment loan/deferred loan/grant: Deferred loan secured by a recorded subordinate mortgage.
2. Interest Rate: 0%
3. Years in loan term: 10
4. Forgiveness: The loan is forgivable at 10% per year from the date of the SHIP lien.
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 the SHIP recipient must repay the prorated loan amount if any of the following occurs: sale, title transfer or conveyance of property or otherwise dispose of the home; conversion to a rental property; loss of homestead exemption status; or failure to occupy the home as primary residence. 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. 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. If the home is foreclosed on by a superior mortgage holder, the county will make an effort to recapture funds through the legal process if it is determined that adequate funds may be available to justify pursuing a recapture.

f. Recipient Selection Criteria: Homes must not be eligible for any other SHIP strategy. Applicants will be served on the basis of qualification for CDBG.

g. Sponsor/Developer Selection Criteria: N/A



- h. Additional Information:
 - 2. SHIP Leveraging Resources: CDBG
 - 3. Subordination requests for refinancing will be in accordance with Subordination Agreement Policies attached hereto.
 - 4. Construction contract must be "turn key" form with floor plans, costs of materials and labor, and statement of no changes once submitted.
 - 5. "Net proceeds" is defined as the amount remaining after all private debt is repaid. The County's Board of County Commission will make the determination of Forgiveness based upon client justification and circumstances.

Strategy Name: DISASTER STRATEGY	Code 05
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Summary: Assists applicants following a disaster as declared by the President of the United States or Governor of the State of Florida.

- a. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023
- b. Income Categories to be served: Very low, Low and Moderate
- c. Maximum award: \$10,000.00
- d. Terms:
 - 1. Repayment loan/deferred loan/grant: 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
- e. Recipient/Tenant Selection Criteria: Priority shall be given to Special Needs households or those households that qualify as Elderly as defined in 420.503, F.S.
- f. Sponsor Selection Criteria: N/A
- g. Additional Information:
 - 1. SHIP disaster funds may be used for items such as, but not limited to:
 - A. Purchase of emergency supplies for eligible households to weatherproof damaged homes;
 - B. Interim repairs to avoid further damage; tree and debris removal required to make the individual housing unit habitable;
 - C. Construction of wells or repair of existing wells where public water is not available;
 - D. Payment of insurance deductibles for rehabilitation of homes covered under homeowners' insurance policies;
 - E. Security deposit for eligible recipients that have been displaced from their homes due to disaster;



- F. Rental assistance for eligible recipients that have been displaced from their homes due to disaster.
 - G. Strategies included in the approved LHAP that benefit applicants directly affected by the declared disaster.
 - H. Other activities as proposed by the counties and eligible municipalities and approved by Florida Housing.
2. Existing homeowner's insurance is not required to be eligible for assistance.

Strategy Name: EMERGENCY REPAIR	Code 06
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Summary: Assist applicants with the emergency repair of their primary residence.

- a. Fiscal Years Covered: 2020-2021, 2021-2022, 2022-2023
- b. Income Categories to be served: Very low
- c. Maximum award: \$7,500
- d. Terms:
 - 1. Repayment loan/deferred loan/grant: 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
- e. Recipient/Tenant Selection Criteria: In addition to meeting income eligibility requirements, recipients must meet certain other criteria listed in Section I Program Details. Applications will be ranked according to the following point criteria. Applications with the highest points will be served first.

<u>Age of Household Members</u>	<u>Household Income</u>
Over 606 points	Below federal poverty level6 points
Under 126 points	
Special Needs as defined herein.....6 points	Served Previously in the past 5 years, points per occurrence.....-10 points

- f. Sponsor Selection Criteria: N/A
- g. Additional Information:
 - 1. Property must be free of delinquent property taxes.
 - 2. Existing homeowner's insurance is not required to be eligible for assistance.



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.

The current permitting process for Lafayette County should be retained until the case load increases to such a degree that a backlog is experienced. The County believes that a backlog would be experienced when more than 200 permits are issued per year. In accordance with the Policy of the Housing Element of the County's Comprehensive Plan, this includes the continued refining and streamlining of the existing development approval process, plus expedited plan reviews and inspections, explanatory brochures and computer programs to further refine the existing one-stop permitting and development review process and reduce the financing cost for developers.

The County takes all steps necessary not to delay the review of affordable housing developments, and should review delays begin to occur, the County institutes the practice of reviewing the affordable housing development first. This will occur when more than 200 permits are received per year.

- 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.

On March 27, 1995, Lafayette County adopted Resolution No. 95-R-1 amending Resolution No. 94-S-1, providing a ongoing process of review of any policy, ordinance, comprehensive plan, building regulation or procedure which may significantly impact the cost of housing.

The County has the responsibility of performing the review procedure. The County or SREC, Inc. staff will review the action and prepare a written report with recommendations prior to the adoption of the plan if a policy, ordinance or regulation change, or plan provision is made by the County. The staff review will consider the following:

1. Will the action increase the cost of development? If so, approximate cost. Explain how increased cost is worth negative impact on housing cost.
2. Will the action increase the time of approval? If so, how does benefit of this increase in approval time compare with the impact on housing costs?
3. Does the action increase the long term development cost? If so, how do the increased cost compare with the benefits of the action?

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.

Optional

- F. Ordinance: (If changed from the original creating ordinance).
- G. Interlocal Agreement.
- H. Subordination Agreement Policy

ADMINISTRATIVE BUDGET FOR EACH FISCAL YEAR

Exhibit A (2020)

LAFAYETTE COUNTY

Fiscal Year: 2020-2021	
Estimated SHIP Funds for Fiscal Year:	\$ 350,000.00
Salaries and Benefits	\$ 14,000.00
Office Supplies and Equipment	\$
Travel Per diem Workshops, etc.	\$
Advertising	\$
Other*	\$ 21,000.00
Total	\$ 35,000.00
Admin %	10.00%
OK	

Fiscal Year 2021-2022	
Estimated SHIP Funds for Fiscal Year:	\$ 350,000.00
Salaries and Benefits	\$ 14,000.00
Office Supplies and Equipment	\$
Travel Per diem Workshops, etc.	\$
Advertising	\$
Other*	\$ 21,000.00
Total	\$ 35,000.00
Admin %	10.00%
OK	

Fiscal Year 2022-2023	
Estimated SHIP Funds for Fiscal Year:	\$ 350,000.00
Salaries and Benefits	\$ 14,000.00
Office Supplies and Equipment	\$
Travel Per diem Workshops, etc.	\$
Advertising	\$
Other*	\$ 21,000.00
Total	\$ 35,000.00
Admin %	10.00%
OK	

*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: \$21,000 is the amount paid to SREC, Inc. as the SHIP Administrator. See Section I Program Details, item Q Program Administration.

Exhibit B
Timeline for SHIP Expenditures

LAFAYETTE COUNTY affirms that funds allocated for these fiscal years will meet the following deadlines:

Fiscal Year	Encumbered	Expended	1 st Year AR	2 nd Year AR	Closeout AR
2020-2021	6/30/2022	6/30/2023	9/15/2021	9/15/2022	9/15/2023
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

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 st Year AR Not Submitted	2 nd Year AR Not Submitted	Closeout AR Not Submitted
2020-2021	3/30/2022	3/30/2023	6/15/2021	6/15/2022	6/15/2023
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

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 and 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 when you are ready to "submit" the AR.

Other Key Deadlines:

AHAC reports are due for each local government the same year as the local government's LHAP being submitted. Local governments receiving the minimum or less allocation are not required to report.

**FLORIDA HOUSING FINANCE CORPORATION
HOUSING DELIVERY GOALS CHART
2020-2021**

Name of Local Government: **LAFAYETTE COUNTY**

Estimated Funds (Anticipated allocation only): \$ **350,000**

Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
	Homeownership											
1.	PURCHASE ASSISTANCE WITH REHAB	Yes	1	\$25,000	2	\$25,000	2	\$20,000	\$115,000.00	\$0.00	\$115,000.00	5
2	PURCHASE ASSISTANCE WITHOUT REHAB	Yes	0	\$25,000	0	\$25,000	1	\$20,000	\$20,000.00	\$0.00	\$20,000.00	1
3	OWNER OCCUPIED REHAB	Yes	3	\$40,000	1	\$40,000			\$160,000.00	\$0.00	\$160,000.00	4
4	DEMOLITION / RECONSTRUCTION	Yes	0	\$50,000	0	\$50,000			\$0.00	\$0.00	\$0.00	0
5	DISASTER STRATEGY	Yes	0	\$10,000	0	\$10,000	0	\$10,000	\$0.00	\$0.00	\$0.00	0
6	EMERGENCY REPAIR	Yes	3	\$7,500					\$22,500.00	\$0.00	\$22,500.00	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
	Total Homeownership		7		3		3		\$317,500.00	\$0.00	\$317,500.00	13

Purchase Price Limits: New \$ **180,000** Existing \$ **180,000**

OK OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
									\$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
	Total Rental		0		0		0		\$0.00	\$0.00	\$0.00	0
	Administration Fees			\$ 35,000	10%			OK				
	Home Ownership Counseling			\$								
	Total All Funds			\$ 352,500	This total is over the allocation and will require less than the maximum amount be awarded per applicant							

Set-Asides

Percentage Construction/Rehab (75% requirement)		90.7%	OK
Homeownership % (65% requirement)		90.7%	OK
Rental Restriction (25%)		0.0%	OK
Very-Low Income (30% requirement)	\$ 167,500	47.9%	OK
Low Income (30% requirement)	\$ 90,000	25.7%	OK
Moderate Income	\$ 60,000	17.1%	

FLORIDA HOUSING FINANCE CORPORATION
HOUSING DELIVERY GOALS CHART
2021-2022

Name of Local Government: **LAFAYETTE COUNTY**

Estimated Funds (Anticipated allocation only): \$ **350,000**

Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
	Homeownership											
1	PURCHASE ASSISTANCE WITH REHAB	Yes	1	\$25,000	2	\$25,000	2	\$20,000	\$115,000.00	\$0.00	\$115,000.00	5
2	PURCHASE ASSISTANCE WITHOUT REHAB	Yes	0	\$25,000	0	\$25,000	1	\$20,000	\$20,000.00	\$0.00	\$20,000.00	1
3	OWNER OCCUPIED REHAB	Yes	3	\$40,000	1	\$40,000			\$160,000.00	\$0.00	\$160,000.00	4
4	DEMOLITION / RECONSTRUCTION	Yes		\$50,000		\$50,000			\$0.00	\$0.00	\$0.00	0
5	DISASTER STRATEGY	Yes	0	\$10,000	0	\$10,000	0	\$10,000	\$0.00	\$0.00	\$0.00	0
6	EMERGENCY REPAIR	Yes	3	\$7,500					\$22,500.00	\$0.00	\$22,500.00	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
	Total Homeownership		7		3		3		\$317,500.00	\$0.00	\$317,500.00	13

Purchase Price Limits: New \$ **180,000** Existing \$ **180,000**

OK OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
									\$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
	Total Rental		0		0		0		\$0.00	\$0.00	\$0.00	0
	Administration Fees			\$ 35,000		10%		OK				
	Home Ownership Counseling			\$								

Total All Funds \$ **352,500** This total is over the allocation and will require less than the maximum amount be awarded per applicant

Set-Asides

Percentage Construction/Rehab (75% requirement)		90.7%	OK
Homeownership % (65% requirement)		90.7%	OK
Rental Restriction (25%)		0.0%	OK
Very-Low Income (30% requirement)	\$ 167,500	47.9%	OK
Low Income (30% requirement)	\$ 90,000	25.7%	OK
Moderate Income	\$ 60,000	17.1%	

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

Name of Local Government: **LAFAYETTE COUNTY**

Estimated Funds (Anticipated allocation only): \$ **350,000**

Code	Strategies	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
	Homeownership											
1	PURCHASE ASSISTANCE WITH REHAB	Yes	1	\$25,000	2	\$25,000	2	\$20,000	\$115,000.00	\$0.00	\$115,000.00	5
2	PURCHASE ASSISTANCE WITHOUT REHAB	Yes	0	\$25,000	0	\$25,000	1	\$20,000	\$20,000.00	\$0.00	\$20,000.00	1
3	OWNER OCCUPIED REHAB	Yes	3	\$40,000	1	\$40,000			\$160,000.00	\$0.00	\$160,000.00	4
4	DEMOLITION / RECONSTRUCTION	Yes		\$50,000		\$50,000			\$0.00	\$0.00	\$0.00	0
5	DISASTER STRATEGY	Yes	0	\$10,000	0	\$10,000	0	\$10,000	\$0.00	\$0.00	\$0.00	0
6	EMERGENCY REPAIR	Yes	3	\$7,500					\$22,500.00	\$0.00	\$22,500.00	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
	Total Homeownership		7		3		3		\$317,500.00	\$0.00	\$317,500.00	13
Purchase Price Limits:			New	\$ 180,000	Existing	\$ 180,000						

OK OK

Code	Rental	Qualifies for 75% set-aside	VLI Units	Max. SHIP Award	LI Units	Max. SHIP Award	Mod Units	Max. SHIP Award	New Construction	Without Construction	Total	Units
									\$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
	Total Rental		0		0		0		\$0.00	\$0.00	\$0.00	0
	Administration Fees			\$ 35,000		10%		OK				
	Home Ownership Counseling			\$								
Total All Funds			\$ 352,500 This total is over the allocation and will require less than the maximum amount be awarded per applicant									

Set-Asides

Percentage Construction/Rehab (75% requirement)		90.7%	OK
Homeownership % (65% requirement)		90.7%	OK
Rental Restriction (25%)		0.0%	OK
Very-Low Income (30% requirement)	\$ 167,500	47.9%	OK
Low Income (30% requirement)	\$ 90,000	25.7%	OK
Moderate Income	\$ 60,000	17.1%	

SUBORDINATION AGREEMENT POLICY

The SHIP Administrator will review the terms of the subordination request based on the following criteria and recommend approval by the Board of County Commissioners. The Board of County Commissioners will make the ultimate decision.

1. The new loan/mortgage cannot be greater than the original loan/mortgage obtained to purchase the home.
2. The interest rate must be the same or less than the original interest rate.
3. Payments must still meet the Home Ownership Affordability criteria.
4. Loan Consolidations are not allowed.
5. There can be no cash back to the borrower.
6. Payments may not be higher than the original payments unless the term is being reduced and the Home Ownership Affordability criteria are met.

Check History Report
Sorted By Check Number
Activity From: 4/13/2020 to 4/13/2020

BOOK 42 PAGE 329

Lafayette County (GNF)

Bank Code: A General Fund

Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
061439	4/13/2020	AAAPORT	AAA Porta Serve	80.00	Auto
061440	4/13/2020	AFSI	Automatic Fire Systems, Inc.	188.00	Auto
061441	4/13/2020	AHLIC	American Heritage Life Insurance Company	187.19	Auto
061442	4/13/2020	APRIL	April Sellers	20.35	Auto
061443	4/13/2020	ATCL	Andersons' Tri-county Locksmit	220.00	Auto
061444	4/13/2020	BEARD	Beard Equipment Company	1,408.16	Auto
061445	4/13/2020	BR	Blue Rok, Inc.	1,022.88	Auto
061446	4/13/2020	BSW	Blue Summit Waters, LLC	198.75	Auto
061447	4/13/2020	DCSO	Dixie County Sheriff's Dept.	5,846.00	Auto
061448	4/13/2020	DISH	Dish Network	126.77	Auto
061449	4/13/2020	EWL	EnviroWaste LLC	1,600.00	Auto
061450	4/13/2020	FI	Ferrell's Inc.	2,907.00	Auto
061451	4/13/2020	FLGHIC	FL Local Government Health Insurance Consortium	812.50	Auto
061452	4/13/2020	HASI	Hamlin Auto Supply, Inc	738.90	Auto
061453	4/13/2020	IS	Interstate Supply	374.65	Auto
061454	4/13/2020	JJG	J & J Gas	48.15	Auto
061455	4/13/2020	L4H	Lafayette 4-H	985.15	Auto
061456	4/13/2020	MAP	Mayo Auto Parts	3,748.44	Auto
061457	4/13/2020	MT	Mayo Thriftway	235.86	Auto
061458	4/13/2020	MTG	Matheson Tri-Gas Inc.	299.18	Auto
061459	4/13/2020	MTRI	Med-Tech Resource Inc.	61.00	Auto
061460	4/13/2020	NFPM	North Florida Pharmacy of Mayo	57.28	Auto
061461	4/13/2020	QC	Quill Corporation	170.19	Auto
061462	4/13/2020	SC	Suwannee North Florida Sports Connection	594.00	Auto
061463	4/13/2020	SCBCC	Suwannee County Board of County Commissioners	770.63	Auto
061464	4/13/2020	SD	Sunshine Drugs	128.35	Auto
061465	4/13/2020	SGMG	South Georgia Media Group	182.28	Auto
061466	4/13/2020	SRAH	Suwannee River Ace Hardware	170.35	Auto
061467	4/13/2020	SVE	Suwannee Valley Electric	28.44	Auto
061468	4/13/2020	TOM	Town of Mayo	644.29	Auto
061469	4/13/2020	URI	United Refrigeration Inc.	975.22	Auto
061470	4/13/2020	WRW	W R Williams Distributors	8,537.79	Auto
061471	4/13/2020	WSLO	Winsupply of Live Oak	469.10	Auto
061472	4/13/2020	AFLAC	AFLAC	1,127.32	Auto
061473	4/13/2020	CSL	Cotton State Life	13.28	Auto
061474	4/13/2020	GAL	Columbia County BCC	2,091.76	Auto
061475	4/13/2020	LCCC	Lafayette County Clerk of Cour	17,931.75	Auto
061476	4/13/2020	LCPA	Lafayette County Property App.	24,391.50	Auto
061477	4/13/2020	LCSC	Lafayette County Sheriff	75,000.00	Auto
061478	4/13/2020	LCSE	Lafayette County Sup of Electi	19,968.25	Auto
061479	4/13/2020	LCSE9	Lafayette County Sheriff	25,000.00	Auto
061480	4/13/2020	LCSLE	Lafayette County Sheriff	85,000.00	Auto
061481	4/13/2020	LCSRO	Lafayette County Sheriff	15,833.33	Auto
061482	4/13/2020	LCTC	Lafayette County Tax Collector	27,007.00	Auto
061483	4/13/2020	LN	Liberty National Life Insuranc	848.82	Auto
061484	4/13/2020	ME	Mowrey Elevator Co of FL	245.37	Auto
061485	4/13/2020	MOS	McCrimon's Office Supply	98.95	Auto
061486	4/13/2020	MTCI	Mayo Truck Clinic, Inc.	280.00	Auto
061487	4/13/2020	PD	Public Defender Occupancy Acco	341.00	Auto
061488	4/13/2020	PDIT	Public Defender I.T.	242.00	Auto
061489	4/13/2020	SA	David A. Phelps	1,634.06	Auto
061490	4/13/2020	SAIT	David A. Phelps	721.36	Auto
061491	4/13/2020	W	Windstream	1,038.39	Auto
061492	4/13/2020	SSC	Security Safe Company, Inc.	40.00	Auto

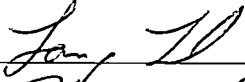
Bank Code: A General Fund

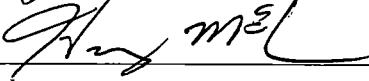
Check Number	Check Date	Vendor Number	Name	Check Amount	Check Type
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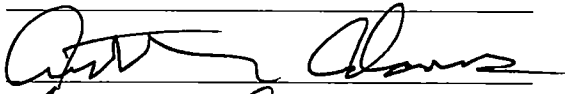
Bank A Total: 332,690.99

Report Total: 332,690.99

THESE INVOICES HAVE BEEN EXAMINED AND APPROVED FOR PAYMENT BY THE
LAFAYETTE COUNTY BOARD OF COMMISSIONERS ON THIS 13TH DAY OF APRIL 2020.







Ernest L. Jones

BOARD OF COUNTY COMMISSIONERS, LAFAYETTE COUNTY, FL

LIST OF WARRANTS DRAWN ON THE EMERGENCY 911 FUND.

FROM THE FIRST FEDERAL BANK, ON APRIL 13, 2020.

TO WHOM ISSUED	PURPOSE OF EXPENDITURE	ACCOUNT NUMBER	WARRANT NO.	AMOUNT
AT&T	Communications	526-410	_____	\$ 125.00
Windstream	Communications	526-410	_____	\$ 257.39
TOTAL				\$ 382.39

THESE INVOICES HAVE BEEN EXAMINED AND APPROVED FOR PAYMENT BY THE LAFAYETTE COUNTY BOARD OF COUNTY COMMISSIONERS ON THIS 13TH DAY OF APRIL, 2020.

Darnest d. Jones

RESOLUTION NO. 2020-03-04

STATE OF EMERGENCY EXTENSION #1

WHEREAS, COVID-19 continues to be a threat to the public health of Lafayette County residents, workers, and visitors; and

WHEREAS, on March 9, 2020 Governor Ron DeSantis issued Executive Order Number 20-52, declaring a state of emergency for the State of Florida to address the public health emergency caused by the threat of COVID-19 to the state; and

WHEREAS, on March 19, 2020, the Lafayette County Board of County Commissioners declared a State of Emergency and approved extensions for additional seven day periods on the approval of the Chairman of the Board of County Commissioners, I hereby extend the current State of Emergency for an additional seven day period beginning March 26th thru April 2, 2020, unless cancelled before that time.

ENACTED this 26th day of March, 2020 effective from March 26, 2020 until April 2, 2020.

BOARD OF COUNTY COMMISSIONERS
LAFAYETTE COUNTY, FLORIDA

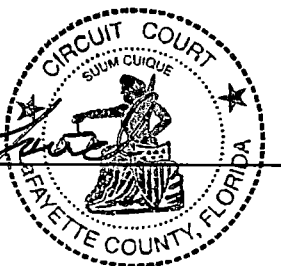


Anthony Adams, Chairman

Attest:



Steve Land, Clerk



STATE OF EMERGENCY EXTENSION #3


WHEREAS, COVID-19 continues to be a threat to the public health of Lafayette County residents, workers, and visitors; and

WHEREAS, on March 9, 2020 Governor Ron DeSantis issued Executive Order Number 20-52, declaring a state of emergency for the State of Florida to address the public health emergency caused by the threat of COVID-19 to the state; and

WHEREAS, on March 19, 2020, the Lafayette County Board of County Commissioners declared a State of Emergency and approved extensions for additional seven day periods on the approval of the Chairman of the Board of County Commissioners, I hereby extend the current State of Emergency for an additional seven day period beginning April 2, 2020 thru April 9, 2020, unless cancelled before that time.

ENACTED this 2nd day of April, 2020 effective from April 2, 2020 until April 9, 2020.

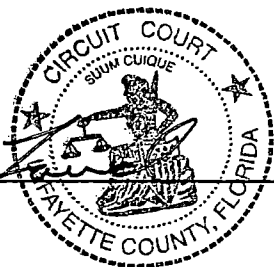
BOARD OF COUNTY COMMISSIONERS
LAFAYETTE COUNTY, FLORIDA



Anthony Adams, Chairman

Attest:


Steve Land, Clerk



STATE OF EMERGENCY EXTENSION #4

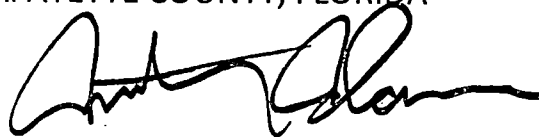
WHEREAS, COVID-19 continues to be a threat to the public health of Lafayette County residents, workers, and visitors; and

WHEREAS, on March 9, 2020 Governor Ron DeSantis issued Executive Order Number 20-52, declaring a state of emergency for the State of Florida to address the public health emergency caused by the threat of COVID-19 to the state; and

WHEREAS, on March 19, 2020, the Lafayette County Board of County Commissioners declared a State of Emergency and approved extensions for additional seven day periods on the approval of the Chairman of the Board of County Commissioners, I hereby extend the current State of Emergency for an additional seven day period beginning April 9, 2020 thru April 16, 2020, unless cancelled before that time.


ENACTED this 9th day of April, 2020 effective from April 9, 2020 until April 16, 2020.

BOARD OF COUNTY COMMISSIONERS
LAFAYETTE COUNTY, FLORIDA



Anthony Adams, Chairman

Attest:



Steve Land, Clerk

