



# SANTA ROSA COUNTY DEVELOPMENT SERVICES - HOUSING

6051 Old Bagdad Highway, Suite 201 | Milton, Florida 32583

BECKIE CATO  
Planning and Zoning Director  
beckiec@santarosa.fl.gov

RHONDA C. ROYALS  
Building Official  
rhondar@santarosa.fl.gov

## MEMORANDUM

**TO:** Board of County Commissioners

**FROM:** Erin Malbeck, Housing Program Coordinator

**THROUGH:** Beckie Cato, AICP, Planning Director

**SUBJECT:** State Housing Initiative Partnership (SHIP)  
Annual Report as of 6/30/2016  
Certifications

**DATE:** August 29, 2015

### **RECOMMENDATION:**

Approval to submit annual reports as prepared to Florida Housing Finance and authorization of execution of the Certification forms by the chairman and county administrator.

### **BACKGROUND:**

Reports submitted include State Distribution, Repayments and Interest on Trust Funds:

2013/2014	Close-Out	\$493,872.82	44 Families Assisted
2014/2015	Interim	\$818,893.37	59 Families Assisted
2015/2016	Interim	\$336,853.59	33 Families Assisted
2015/2016	Interim	\$600,914.12	Funds Unencumbered

### **Annual State Distribution:**

2013/2014	\$350,000
2014/2015	\$789,288
2015/2016	\$802,262

**Title: SHIP Annual Report**  
**Santa Rosa County FY 2013/2014 Closeout**

**Report Status: Unsubmitted**

**Form 1**

## SHIP Distribution Summary

### Homeownership

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
2	First Time Homebuyer	\$216,236.37	27				
6	Emergency Repair	\$78,655.85	10				
3	Substantial Rehabilitation	\$189,564.50	7				
<b>Homeownership Totals:</b>		<b>\$484,456.72</b>	<b>44</b>				

### Rentals

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
<b>Rental Totals:</b>							
<b>Subtotals:</b>		<b>\$484,456.72</b>	<b>44</b>				

### Additional Use of Funds

Use	Expended	Encumbered	Unencumbered
Administrative	\$10,500.00		
Homeownership Counseling			
Admin From Program Income	\$7,858.49		
Admin From Disaster Funds			

<b>Totals:</b>	<b>\$502,815.21</b>	<b>44</b>	<b>\$ .00</b>	<b>\$ .00</b>
----------------	---------------------	-----------	---------------	---------------

### Total Revenue (Actual and/or Anticipated) for Local SHIP Trust Fund

Source of Funds	Amount
State Annual Distribution	\$350,000.00
Program Income (Interest)	\$608.62
Program Income (Payments)	\$156,561.24
Recaptured Funds	
Disaster Funds	
Other Funds	
Carryover funds from previous year	-\$13,297.04
<b>Total:</b>	<b>\$493,872.82</b>

\* Carry Forward to Next Year: **-\$8,942.39**

NOTE: This carry forward amount will only be accurate when all revenue amounts and all expended, encumbered and unencumbered amounts have been added to Form 1

**Title: SHIP Annual Report**  
**Santa Rosa County FY 2014/2015 Interim-1**

**Report Status: Unsubmitted**

**Form 1**

## SHIP Distribution Summary

### Homeownership

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
2	First Time Homebuyer	\$292,288.44	37				
6	Emergency Repair	\$68,651.70	9	\$5,709.80	1		
3	Substantial Rehabilitation	\$57,002.37	2	\$235,424.41	8		
4	Demolition/Reconstruction			\$159,816.65	2		
<b>Homeownership Totals:</b>		<b>\$417,942.51</b>	<b>48</b>	<b>\$400,950.86</b>	<b>11</b>		

### Rentals

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
<b>Rental Totals:</b>							

**Subtotals:      \$417,942.51      48      \$400,950.86      11**

### Additional Use of Funds

Use	Expended	Encumbered	Unencumbered
Administrative	\$78,928.00		
Homeownership Counseling			
Admin From Program Income	\$6,178.57		
Admin From Disaster Funds			

**Totals:                                      \$503,049.08      48      \$400,950.86      11      \$0.00**

### Total Revenue (Actual and/or Anticipated) for Local SHIP Trust Fund

Source of Funds	Amount
State Annual Distribution	\$789,288.00
Program Income (Interest)	\$269.16
Program Income (Payments)	\$123,302.37
Recaptured Funds	
Disaster Funds	
Other Funds	
Carryover funds from previous year	-\$8,942.39
<b>Total:</b>	<b>\$903,917.14</b>

**\* Carry Forward to Next Year: -\$82.80**

NOTE: This carry forward amount will only be accurate when all revenue amounts and all expended, encumbered and unencumbered amounts have been added to Form 1

**Title: SHIP Annual Report**  
**Santa Rosa County FY 2015/2016 Interim-2**

**Report Status: Unsubmitted**

**Form 1**

## SHIP Distribution Summary

### Homeownership

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
2	First Time Homebuyer	\$206,646.28	29			\$139,168.45	18
6	Emergency Repair			\$20,000.00	2	\$130,000.00	13
3	Substantial Rehabilitation			\$25,207.31	1	\$261,745.67	7
4	Demolition/Reconstruction			\$85,000.00	1	\$70,000.00	1
<b>Homeownership Totals:</b>		<b>\$206,646.28</b>	<b>29</b>	<b>\$130,207.31</b>	<b>4</b>	<b>\$600,914.12</b>	<b>39</b>

### Rentals

Code	Strategy	Expended Amount	Units	Encumbered Amount	Units	Unencumbered Amount	Units
<b>Rental Totals:</b>							
<b>Subtotals:</b>		<b>\$206,646.28</b>	<b>29</b>	<b>\$130,207.31</b>	<b>4</b>	<b>\$600,914.12</b>	<b>39</b>

### Additional Use of Funds

Use	Expended	Encumbered	Unencumbered
Administrative	\$69,639.40		\$10,586.80
Homeownership Counseling			
Admin From Program Income			\$11,358.66
Admin From Disaster Funds			

<b>Totals:</b>	<b>\$276,285.68</b>	<b>29</b>	<b>\$130,207.31</b>	<b>4</b>	<b>\$622,859.58</b>	<b>39</b>
----------------	---------------------	-----------	---------------------	----------	---------------------	-----------

### Total Revenue (Actual and/or Anticipated) for Local SHIP Trust Fund

Source of Funds	Amount
State Annual Distribution	\$802,262.00
Program Income (Interest)	\$271.18
Program Income (Payments)	\$226,902.19
Recaptured Funds	
Disaster Funds	
Other Funds	
Carryover funds from previous year	-\$82.80
<b>Total:</b>	<b>\$1,029,352.57</b>

\* Carry Forward to Next Year: \$00

NOTE: This carry forward amount will only be accurate when all revenue amounts and all expended, encumbered and unencumbered amounts have been added to Form 1