





MEMORANDUM

Date: September 14, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress 
City Manager

From: Tina Burns 
Housing & Community Development Director

Subject: **Authorization of an FY23 budget amendment allocation for the Affordable Housing Trust Fund (AHTF) in the amount of \$50,000 to A.H. of Monroe County, Inc. for predevelopment costs related to the Poinciana Plaza Special Needs Project.**

Introduction

Respectfully request the City Commission to approve a resolution authorizing a FY 2022-23 Budget Amendment pursuant to Section 2-739(b) of the Code of Ordinances, by approving an additional allocation of funding in the amount of \$50,000 from the Affordable Housing Trust Funds (AHTF) Account No 104-5401-554-8200 to A. H. of Monroe County, Inc. for predevelopment costs related to the redevelopment of the Poinciana Plaza Special Needs Project; authorizing the City Manager to execute all documents consistent therein with upon consent of the City Attorney; providing for an effective date.

Background

The Poinciana Plaza Special Needs project consists of 13 buildings on 6.4 acres owned by the United States Navy and transferred to the City of Key West as part of the Base Closure and Realignment Act of 1990. The conveyance of the property to the City of Key West is to be used specifically for homeless assistance purposes. A Master Lease signed in 1998 and Resolution 98-285 outlines the roles of the Naval Properties Local Redevelopment Authority of the City of Key West, the Key West Housing Authority, and the Homeless Continuum of Care (CoC).

Since 1998, CoC Homeless and Special Needs Agencies have provided temporary, transitional, and permanent supportive housing to the Key West community. However, the 13 buildings constructed in 1966 have exceeded their useful life and are in critical need of repair. A. H. of Monroe County, Inc. and Florida Keys Outreach Coalition for the Homeless (FKOC), in cooperation with the CoC, have put forth a

development plan to the City of Key West Development Review Committee to redevelop the site for effective and efficient use of resources for homeless and special needs households provided by homeless service agencies within the CoC. The predevelopment costs cover the redevelopment of 5 of the 13 existing buildings known as the Poinciana Plaza Site.

This project is listed under Goal 2: New Housing in the Key West Forward 3-year strategic plan. This project has multiple parts and will require collaboration and continual updates to funding, construction, and phasing throughout the project.

Procurement

Funding for predevelopment costs from the Affordable Housing Trust Fund has been provided to A.H. Monroe County, Inc. for this project in the FY22 & FY23 budgets. The agency received \$75,000 for the FY22 Budget and another draw in the amount of \$100,000 in FY23. It is anticipated that with this additional allocation of \$50,000 that the project will need a final draw of \$100,000 from the FY 2023-2024 budget to satisfy the predevelopment costs. Once funding for the project has been secured by A.H. of Monroe County, Inc. the total amount of funds drawn for the project will be reimbursed back to the City of Key West Affordable Housing Trust Fund.

Funding for this additional allocation request is available in the Affordable Housing Trust Fund Account No.104-5401-554-8200.

Recommendation

Request the City Commission to approve the requested FY 2022-23 Budget Amendment pursuant to Section 2-739(b) of the Code of Ordinances, by approving an additional allocation of funding in the amount of \$50,000 from the Affordable Housing Trust Funds (AHTF) Account No 104-5401-554-8200 to A. H. of Monroe County, Inc. for predevelopment costs related to the redevelopment of the Poinciana Plaza Special Needs Project; authorizing the City Manager to execute all documents consistent therein with upon consent of the City Attorney; providing for an effective date.