



Levy County Board of County Commissioners Agenda Item Summary Form

1. **Name:** Marlon Gayle
2. **Organization/Title/Telephone:** SHIP/Housing Planner/352-486-5268
3. **Meeting Date:** Tuesday, June 22, 2021

4. **Requested Motion/Action:**

Requesting Levy County Board of County Commissioner approval of new Three-Party Agreement Form to be used in affordable housing projects such as SHIP and CDBG; and authorizing the County Coordinator to sign completed agreements on behalf of the Board.

5. **Agenda Presentation:** Yes No N/A

6. **Time Requested:** 7 minutes
(Request will be granted if Possible) allotted time not more than 15 minutes

7. **Is this Item Budgeted (If Applicable):** Yes No N/A

8. **If no, State Action Required:**

- a. **Budget Action:**
- b. **Financial Impact Summary Statement:**
- c. **Detailed Analysis Attached**
- d. **Budget Officer Approval:**

If approved enter date: Click or tap to enter a date.

9. **Background: (Why is the action necessary, and what action will be accomplished) (All supporting documentation must be attached if any)**

The agreement currently used by SHIP has been under review by staff coming out various workshops. It was felt that in its current form the agreement did not completely reflect the responsibilities, expectations and liabilities by all parties involved. The current agreement does not have the County as a party to the agreement but only authorizes that the work be undertaken.

Additionally, Levy County was one of a few counties that had not updated their agreement in several years.

10. **Recommended Approval**

- a. **Department Director:** Yes No N/A
- b. **County Attorney:** Yes No N/A
- c. **County Coordinator:** Yes No N/A
- d. **Other:** Yes No N/A