



Staff Report

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Date: 1/8/2018

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TO: Mayor and City Council

THROUGH: Steve Powers, City Manager

FROM: Kristin Retherford, Urban Development Director

SUBJECT:

Fees for property tax exemption program for non-profit low-income housing

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

ISSUE:

Shall City Council establish yearly application and inspection fees for the City's property tax exemption program for non-profit low-income housing?

RECOMMENDATION:

Adopt Resolution No. 2018-1 to establish yearly application and inspection fees for the City's property tax exemption program for non-profit low-income housing.

SUMMARY AND BACKGROUND:

Low-income housing was identified as a community need through the City's 2017 strategic planning process. Ordinance Bill Number 29-17, which is scheduled for second reading on January 8, 2018, establishes a property tax exemption program for low-income housing nonprofit owners and will encourage low-income housing preservation and development by lowering costs for non-profit providers of low-income housing.

Applicants for either an initial exemption or annual recertification must provide documentation to support that the property is occupied by low-income persons and show how the exemption will benefit project residents. As the preservation of low-income housing is a key component of the proposed program, the property must be maintained in a safe and habitable condition.

FACTS AND FINDINGS:

The following fees are proposed to support staff costs associated with administering the new program:

Initial Exemption Fee	\$ 50.00
Yearly Recertification Fee	\$ 50.00
Annual Inspection Fee	\$200.00

In order to establish fees associated with the City's property tax exemption program for low-income housing nonprofit owners it is necessary to adopt Resolution No. 2018-1.

Renee K. Frazier
Financial Services Supervisor

Attachments:

1. Resolution Number 2018-1