

Collier County

Affordable Housing Advisory Committee (AHAC)



AGENDA

WEDNSDAY February 6, 2019 8:30A.M.

3339 Tamiami Trail East (Main Government Complex)

Health Department Building – Building "H"

Conference Room #216 (second floor)

AHAC COMMITTEE MEMBERS

Steve Hruby, AHAC Chairman
John Cowan, AHAC Member
Mary Waller, AHAC Member
Joseph Schmitt, AHAC Member
Denise Murphy, AHAC Member
Gary Haines, AHAC Member

Litha Berger, AHAC Member
Dr. Carlos Portu, AHAC Member
Christina Apostolidis, AHAC Member
Sheryl Soukup, AHAC Member
Justin Emins, AHAC Member

COLLIER COUNTY STAFF

Kristi Sonntag, Director, Community and Human Services
Cormac Giblin, Housing and Grant Development Manager
Susan Golden, Sr. Housing and Grants Coordinator, CHS
Hilary Halford, Sr. Housing and Grants Coordinator, CHS
Barbetta Hutchinson, Operations Coordinator, CHS
Jason Rummer, Operations Analyst, CHS

NOTICE: ALL PERSONS WISHING TO SPEAK ON ANY AGENDA ITEM MUST REGISTER PRIOR TO SPEAKING. ALL REGISTERED SPEAKERS WILL RECEIVE UP TO THREE (3) MINUTES UNLESS THE TIME IS ADJUSTED BY THE CHAIRMAN. DURING COMMITTEE DISCUSSION, COMMITTEE MEMBERS MAY ASK DIRECT QUESTIONS TO INDIVIDUALS. PLEASE WAIT TO BE RECOGNIZED BY THE CHAIRMAN AND STATE YOUR NAME AND AFFILIATION FOR THE RECORD BEFORE COMMENTING.

IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS MEETING, YOU ARE ENTITLED, AT NO COST TO YOU, THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE COLLIER COUNTY FACILITIES MANAGEMENT DEPARTMENT. ASSISTED LISTENING DEVICES FOR THE HEARING IMPAIRED ARE AVAILABLE IN THE COUNTY COMMISSIONER'S OFFICE.

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE**
2. **ROLL CALL OF COMMITTEE MEMBERS AND STAFF**
3. **WELCOME OF NEW MEMEBERS**
4. **APPROVAL OF AGENDA AND MINUTES**
 - a. Approval of today's agenda
 - b. Approval of 1-8-19 AHAC Regular meeting minutes
5. **INFORMATIONAL ITEMS**
 - a. Grant application cycle update
 - b. Housing Items on 2/12/2019 BCC Agenda (Reconsideration of Housing Plan Items)
 - c. Report on Grant projects in process
6. **PUBLIC COMMENT**
 - a. Persons wishing to speak must register prior to speaking. All registered speakers will receive up to three (3) minutes unless the time is adjusted by the Chairman.
7. **DISCUSSION ITEMS AND PRESENTATIONS**
8. **STAFF AND COMMITTEE GENERAL COMMUNICATIONS**
9. **ADJOURN**

NEXT AHAC MEETING DATE: March **11**, 2019, 8:30 AM

MINUTES OF THE COLLIER COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE

January 7, 2019
8:30 A.M.
Naples, Florida

LET IT BE REMEMBERED that the Collier County Affordable Housing Advisory Committee met on this date at 8:30 A.M. in a *WORKING SESSION* in the 5th Floor Training Room in the Administration Building, Naples, Florida, with the following Members present:

Present: Steve Hruby, Chair
Sheryl Soukup
Mary Waller
John Cowan
Litha Berger
Christina Apostolidis

Unexcused: Joseph Schmitt
Carlos Portu

Excused:

ALSO PRESENT: Kristi Sonntag, Director, Community and Human Services
Cormac Giblin, Manager, Housing & Grant Development - CHS
Hilary Halford, Sr. Grants Coordinator – CHS
Lisa Carr – Sr. Grants Coordinator – CHS
Don Luciano, Grants Coordinator - CHS
Barbetta Hutchinson – Operations Coordinator - CHS
Jason Rummer, Operations Analyst

OTHERS PRESENT: Gary Hains, FL Star; George Danz, citizen; Suzanne Boothby, Clerk of Courts;
Harrison Langley, BoxVana

1. CALL TO ORDER

The Chair, Steve Hruby, called the meeting to order at 8:37 am, read the procedures to be observed during the meeting and led the group in the Pledge of Allegiance.

2. ROLL CALL – COMMITTEE MEMBERS AND STAFF

There were 6 active members present, therefore a quorum was established.

3. APPROVAL OF AGENDA AND MINUTE

- a. A motion was made to approve the agenda by Litha Berger and seconded by Mary Waller. The motion passed by a vote of 6-0.
- b. A motion was made to approve the minutes from the meeting of October 22, 2018 by Mary Waller and was seconded by Litha Berger. The motion passed by a vote of 6-0.

- c. A correction of the spelling of a name was noted and a motion was made to approve the corrected minutes from the meeting of December 3, 2018 by Sheryl Soukup. The motion was seconded by Mary Waller and the motion passed by a vote of 6-0.

4. INFORMATIONAL ITEMS

- a. Cormac reviewed the upcoming grant cycle timeline which will open this month. There will be over \$4m available - \$700,000 in SHIP funds, \$2m in CDBG funding, around \$1.3M in HOME (this includes last year carryover) and \$190,000 in ESG. Mary Waller volunteered to be the representative from the AHAC on the review committee and there was no disagreement. Steve Hruby asked for a report that would let the AHAC know how the current projects were progressing. Kristi Sonntag said that she would make sure the Timeliness Report would be distributed at the next meeting. Steve also asked for the ranking results before they were put into the Action Plan.
- b. Cormac recapped the BCC meeting held on 11/13/18 regarding the Bembridge and Manatee properties. The Board decided by a vote of 5-0 to move forward with an ITN process for the Bembridge site to be released in January. Presentations will be made to the BBC in March. By a vote of 2-3 the BCC decided not to move forward with an ITN on the Manatee site. The committee discussed the Draft ITN for the Bembridge property and made the following suggestions:
 - Mr. Hruby requested that the scoring be re-evaluated and specifically weight be given to Community Goals. Mr. Giblin agreed to a new category be put into the evaluation criteria regarding impact on community goals. The other items worth 20 points could each be reduced by a few points to accommodate the new category.
 - Mary Waller expressed concern over the tie-breaker decision being made by the Procurement Director. Ms. Waller requested that staff see if it was possible to have the tie-breaker be the Board of County Commissioners, not the Procurement Director.
 - Some consideration should be taken into account for those organizations working in a team approach in the category of experience and capacity of the firm.
 - Mary Waller requested that the paragraph under the financing section be revised. Ms. Waller stated that it should not be left up to the respondents how they are going to finance, and the County should specify how the property will be conveyed or if the County wants a specific selling price. Mr. Giblin clarified that this was what was discussed at the subcommittee and this would be an opportunity for the developer to bring their ideas on financing and the Board could make the decision in the best interest of the County. Mr. Hruby also shared concerns with the language stating it needs to be revised and defined. Mr. Giblin stated that the ITN would be revised and the language would be modified, and the bullets would remain.
 - Mr. Hruby requested that there be more specific how scoring for the building typology, unit size and tenure. Mr Giblin agreed to add this to the ITN and adjust the scoring to reflect this.
 - Mr. Hruby requested to change bullet 4 to “more than 10%” in reference to veterans and special needs (also in #8)

- c. Jason Rummer presented the updated apartment survey. He changed the report to differentiate between Naples and Immokalee as requested. There is a 95.3% occupancy rate in large part due to the recent grand-opening of Inspira Apartments with 214 available units. However, the units start at \$1,527 for a one bedroom. Occupancy rates are expected to return to near 100% as the Inspira units are absorbed by the market.
- d. Cormac reviewed the Housing Implementation Timeline. Every recommendation, each BCC action, progress and steps taken are listed. Mary Waller asked if the Marketing Plan was underway. Cormac said the RFP is being worked on and should be released shortly and the solicitation is at the Procurement Division. Cormac said we are ahead of schedule in the items regarding the Housing Definition and the Density Bonus Amendment items. Steve Hruby asked if Cormac was in contact with representatives from the ULI project and he said he was.
- e. 1% Sales Tax – Cormac reviewed a presentation that Nick Casalanguida, Deputy County Manager, gave to the BCC regarding the surtax. Proceeds from the tax will be used for land acquisition for affordable housing other County Capital needs. Funding may start flowing into the Housing Trust Fund by summer. Mr. Giblin stated that any final decision regarding what to purchase and who to award funds to would be made by the BCC.

5. PUBLIC COMMENT

There were no public speakers for this meeting.

6. DISCUSSION ITEMS AND PRESENTATIONS

- a. Hilary Halford spoke to the Committee about the possibility of hiring a Community Standards Liaison. Through discussions and feedback from the Community Housing Plan, community members asked what could be done to maintain the existing affordable housing stock to ensure it does not become an eyesore. Code enforcement works based on someone reporting a problem (reactive). A more pro-active plan is being proposed for a pre-determined neighborhood as a test site to identify and solve current issues. This would be an effort to show the community that housing affordability is not only about building new units, but to also preserve and maintain existing affordable units. Ms. Halford stated that this position would work closely with code enforcement, churches and civic and not for profit associations to assist in identifying those properties that could benefit from assistance.

Mary Waller feels this program is very invasive and the issue should be left up to community organizations or the churches. Sheryl Soukup feels strongly that we should enforce the codes that are currently in place and not use limited grant funding to hire a person to be a liaison. She also said that maybe we could give money to a non-profit that is already working in the community.

It was discussed that Code Enforcement fines are regularly significantly reduced or waived by the Board of County Commissioners. Mary Waller said that maybe we should look at the structure of the fines through the Code Enforcement Board. Cormac said he would invite an employee from Code Enforcement to the next meeting to explain their process.

- b. Review of applicants for vacant positions. Sheryl Soukup made a motion for Denise Murphy to be recommended to the BCC for appointment on the AHAC. Mr. Hruby clarified that Ms. Murphy's form identified labor engaged however she has changed positions and is more

appropriate for the position of "For Profit Provider". Mary Waller seconded the motion and the group voted 6-0 in favor.

Sheryl Soukup also motioned that Gary Hains be recommended for the position of "Labor Engaged in Home Building". Litha Berger seconded the motion. Mr. Hains was invited to address the Committee and welcomed any questions from the Committee. Mr. Hruby asked Mr. Haines if he employed construction employees and Mr. Haines stated he did. The committee voted 6-0 in favor of recommending Mr. Hains for the position of "Labor Engaged in Home Building".

Mary Waller motioned that Justin Emins be recommended for the position of "Banking/Mortgage". Ms. Soukup asked if Mr. Emins was still interested since his application was from 2017. Ms. Waller stated that he was, and she has served with Mr. Emins in Leadership Collier. Litha Berger seconded and the committee voted 6-0 in favor.

Said recommendations along with a complete list of all of the applicants will be sent to the County Attorney's Office and will be added to the next available agenda of the Board of County Commissioners for final approval and appointment.

- c. Cormac Giblin reviewed the AHAC meeting schedule for the upcoming year. Regular meetings are to occur on the first working Monday of each month at 8:30am.

7. ADJOURN

- a. There being no further business for the good of the County, after a motion by Sheryl Soukup, a second by Mary Waller and a vote of 6-0 in favor, the meeting was adjourned at 9:54 by Chair, Steve Hruby.

NEXT MEETING: THE NEXT MEETING WILL BE HELD ON FEBRUARY 4, 2019 AT 8:30 A.M.

Location: 5th Floor Training Room, Administration (Building F) located at 3299 Tamiami Trail East.

**COLLIER COUNTY AFFORDABLE HOUSING ADVISORY
COMMITTEE**

Stephen Hruby, Chairman

The foregoing Minutes were approved by Committee Chair on _____, 2019, "as submitted" **OR** "as amended" .

GRANT APPLICATION T/A SUMMARIES 01/29/2019

	Applicant	Application Summary	Total CDBG Requested	Total HOME Requested	Total ESG Requested	Total SHIP Requested	TOTAL
	Habitat:						
1	Application #1	Infrastructure for 400 units in Immokalee (Kiacasa)	\$ 3,000,000				\$ 4,200,000
2	Application #2	New Construction (no unit count)		\$700,000			
3	Application #3	Purchase Assistance				\$500,000	
	Legal Aid:						
4	Application #1	Construction/Rehab security gate, new roof, parking lot drainage	\$ 225,000				\$ 402,000
5	Application #2	Legal Services for Victims (Public Services) program continuation	\$ 177,000				
	Rural Neighborhoods:						
6	Application #1	Public Facility (Acquisition) 40,000sq.ft space including rehab	\$ 400,000				\$ 1,850,000
7	Application #2	Acquisition of rental property Esperanza Place 10 units. Hatcher's Preserve model. Or 30 units with combo DRR. Or Acquisition & Rehab of Dimension 1 properties.		\$1,200,000			
8	Application #3	1.88 acres zoned VR. Combine with CDBG for acquisition				\$250,000	
	Shelter:						
9	Application #1	Rehab 7 Bathrooms	\$ 175,000				\$ 290,022
10	Application #2	Shelter Operations			\$115,022		
	NAMI:						
11	Application #1	TBRA			\$25,000		\$ 590,000
12	Application #2	Public Services	\$ 50,000				
13	Application #3	CDBG & HOME combined for acquisition *	\$ 500,000				
14	Application #4	Shower/Laundry at drop in center	\$ 15,000				
15	Youth Haven	Lift station, drainage, generators & fuel tanks	\$ 300,000				\$ 300,000
16	ROOF	Construction/Purchase or Rehab	\$ 330,000				\$ 330,000
17	Bayshore CRA	Fire suppression	\$ 300,000				\$ 300,000
18	UCP	Seeking additional funds to expand services	\$ 90,000				\$ 90,000
19	UF Extension	Facility Improvements walking path, shelter(s), benches, fitness equipment	\$ 300,000				\$ 300,000
20	CACCC	Expand & continue current Family Safety Program	\$ 100,000				\$ 100,000
21	Immokalee CRA	Completion of Sidewalk project	\$ 600,000				\$ 600,000
22	Storm Water Division	Preliminary design & engineering + Feasibility study for stormwater upgrades in Naples Manor	\$ 300,000				\$ 300,000
23	Boys & Girls Club	Transportation & Teachers	\$ 100,000				\$ 100,000
24	H.E.L.P.	DPA/Purchase Assistance - Income certifications/other services for homebuyer preparation/assistance				\$500,000	\$ 500,000
25	City of Naples	Walking path	\$ 100,000				\$ 100,000
26	Collier Senior Services	Rehab office space for privacy and fire system upgrade	\$100,000				\$ 100,000
27	Collier Co. Housing Authority	HVAC Installation for 277 units at Farm Worker Village	\$ 500,000				\$ 500,000
28	COC	HMIS			\$50,000		\$ 50,000
	TOTAL		\$ 7,662,000	\$1,900,000	\$190,022	\$1,250,000	\$ 11,002,022

EXECUTIVE SUMMARY

Recommendation to approve an Ordinance amending Ordinance Number 04-41, as amended, the Collier County Land Development Code, which includes the comprehensive land regulations for the unincorporated area of Collier County, Florida, to make changes consistent with Board direction, including revising the affordable housing definition, updating the terminology and income levels associated with affordable housing categories, and increasing the maximum affordable density bonus from 8 to 12 dwelling units per acre, by providing for: Section One, Recitals; Section Two, Findings of Fact; Section Three, Adoption of Amendments to the Land Development Code, more specifically amending the following: Chapter One - General Provisions, including Section 1.08.02 Definitions; Chapter Two - Zoning Districts and Uses, including Section 2.06.01 Generally, Section 2.06.02 Purpose and Intent, Section 2.06.03 AHDB Rating System, Section 2.06.04 Limitations on Affordable Housing Density Bonus, Section 2.06.05 Affordable Housing Density Bonus Monitoring Program, and Section 2.06.06 Violations and Enforcement; Section Four, Conflict and Severability; Section Five, Inclusion in the Collier County Land Development Code; and Section Six, Effective Date.

OBJECTIVE: To obtain Board approval of a proposed Land Development Code Amendment relating to affordable housing.

CONSIDERATIONS: The Board held two affordable housing workshops, one on March 3, 2015, and the other on March 1, 2016. These workshops served as the catalyst to form the Housing Stakeholders Group (HSG). The HSG was tasked with creating a two-phase Community Housing Plan (CHP). The first phase of the CHP consisted of the Urban Land Institute's (ULI) recommendations from their report titled *A ULI Advisory Services Panel Report Collier County, Florida, January 29-February 3, 2017*. The ULI report indicated that Collier County has an affordability problem. The Board unanimously accepted the CHP (Item #11.A) on October 25, 2017, and directed Staff to bring forward each suggestion in the report individually for discussions in workshops.

On February 27, 2018, the Board accepted elements of the CHP by voting in favor of the following:

1. Approve new affordable housing definitions in accordance with discussion at the meeting;
2. Accept the staff-recommended updates of the housing demand model and its methodology;
3. Adopt a resolution (i.e., 2018-38) to advocate support and authorize the county's lobbyists to support current and future state and federal legislation;
4. Adopt a resolution (i.e., 2018-39) to consider housing that is affordable in future public land acquisitions;
5. Accept the Affordable Housing Density Bonus Program (AHDB Program) to increase the affordable housing density bonus from eight extra units per acre to up to 12 extra units per acre; and
6. Adopt a resolution (i.e., 2018-40) to amend the expedited permitting and fast-track procedure.

This LDC amendment represents the end-product of #1 (definition) and #5 (AHDB Program) above. It simplifies the definition of affordable housing and makes the terminology and income levels consistent with the Florida Statutes and federal guidelines. It also increases the maximum available, affordable

housing density bonus from 8 units to 12 units per acre, among other changes.

In addition to changing the definitions and increasing the maximum density bonus, other noteworthy updates include: changing the minimum number of required affordable housing units per development, from 10 units to 10 percent of the total housing units, which is consistent with current Community and Human Services policy; and changing the upper limit of the gap-income housing category, lowering it from 150% of median income to 140%, which is consistent with the Board's direction.

Development Services Advisory Committee-Land Development Review (DSAC-LDR) on August 21, 2018 - Recommendations:

1. Reword a portion of the affordable housing definition, in part, by creating two separate sentences from what was one longer sentence.
2. Modify Table A. Affordable Housing Density Bonus to include the table's title as the top row, re-introduce a note under the table that was previously earmarked by staff for deletion, and renumber the notes associated with the table.
3. Change the income verification provisions to allow the most recent year's *filed* income tax returns.

DSAC on September 05, 2018 - Recommendation:

1. Incorporate the minor changes that staff mentioned at the DSAC meeting.

COLLIER COUNTY PLANNING COMMISSION (CCPC) ON NOVEMBER 1, 2018 - RECOMMENDATION: Commissioner Schmitt made a motion to recommend approval, which was seconded by Commissioner Fryer. The vote carried 6-0 with the following changes:

1. Eliminate the *Extremely-low-income* household category in the definitions section, since that term is not used in the LDC.
2. Add the term "assets" to LDC section 2.06.05 B.1.(b). to clarify that household income eligibility requires, among other criteria, verification of household income AND assets, and not just income.
3. Modify the definition of affordable housing to include, "for those households within the affordable income range."
4. Add strike-outs to the last row of Table A.

The CCPC expressed concern regarding the inclusion of various fees (e.g., internet, cable, country-club, etc.) into the calculation for deriving cost-burdened households.

The attached strikethrough/underline amendment reflects the above recommendations. Staff requests the Board to approve this Land Development Code Amendment.

FISCAL IMPACT: There are no anticipated fiscal or operational impacts associated with this amendment other than routine advertising costs.

GROWTH MANAGEMENT IMPACT: At the December 11, 2018 Public Hearing, the Board adopted a GMP-amendment which revised terminology and increased the affordable housing density bonus from 8 to 12 dwelling units per acre. That amendment is currently satisfying the State required

30-day challenge period before it becomes official (1-31-19). The Board adoption of the GMP amendment was required for this LDC amendment to be found consistent with the GMP.

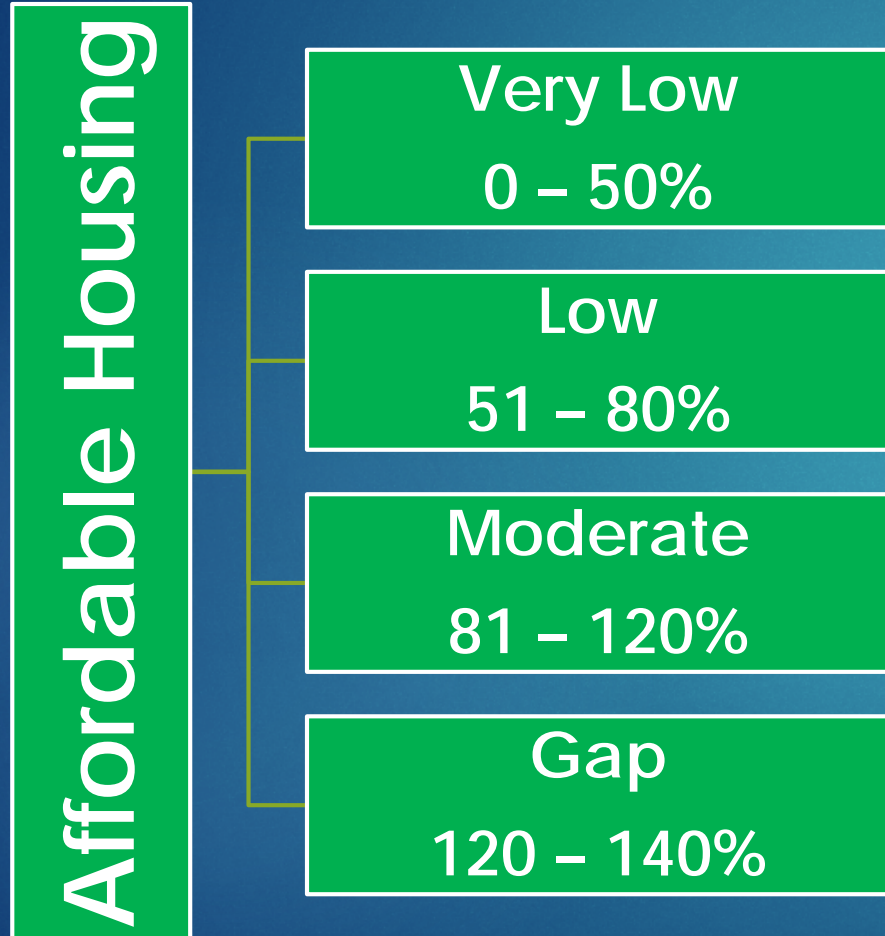
LEGAL CONSIDERATIONS: This item has been approved as to form and legality, and requires an affirmative vote of four for Board approval - SAS

RECOMMENDATION: To approve the attached ordinance relating to affordable housing.

Prepared By: Eric Johnson, AICP, Principal Planner, Zoning Division

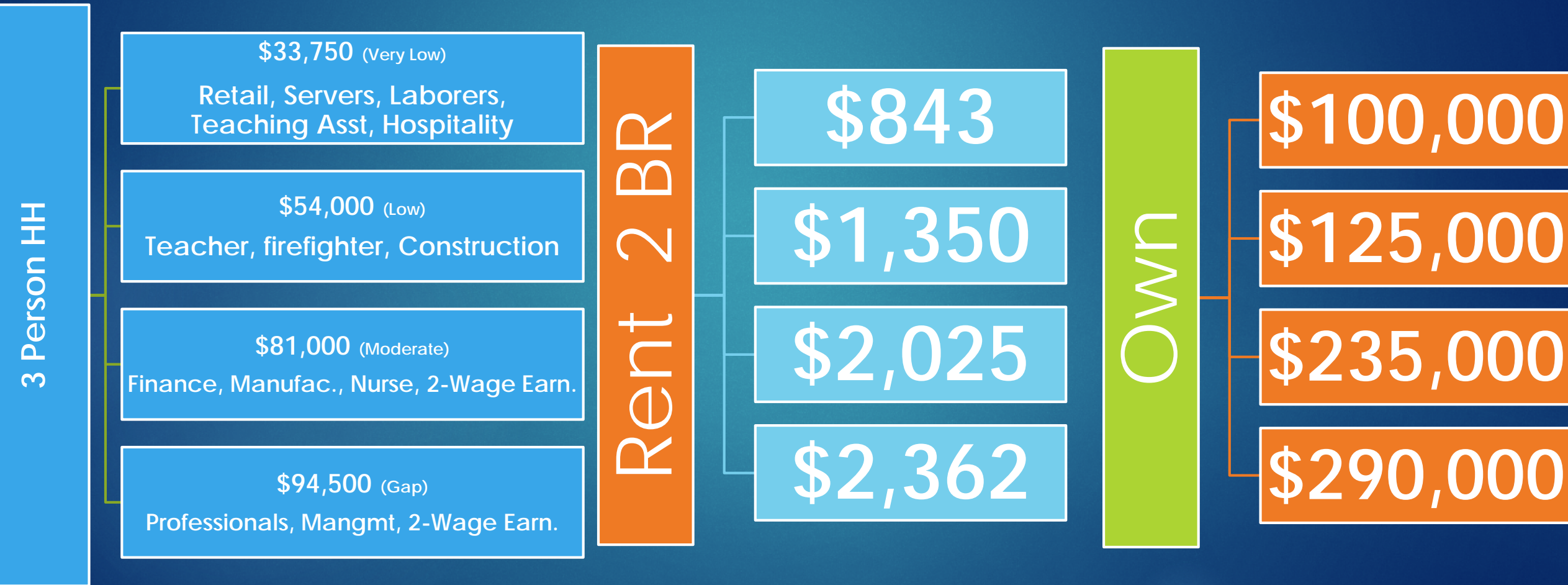
Collier County Housing Plan

Updated Definition – Back to Basics



Affordable Housing- Housing is affordable to a household when a residential dwelling unit with monthly rent or monthly mortgage payment, including property taxes, insurance, and required fees, is not in excess of **30 percent** of that amount which represents the percentage of the median annual gross income for the household.

Collier County Housing Plan Updated Definition – **Can Afford**



Affordable Housing Density Bonus

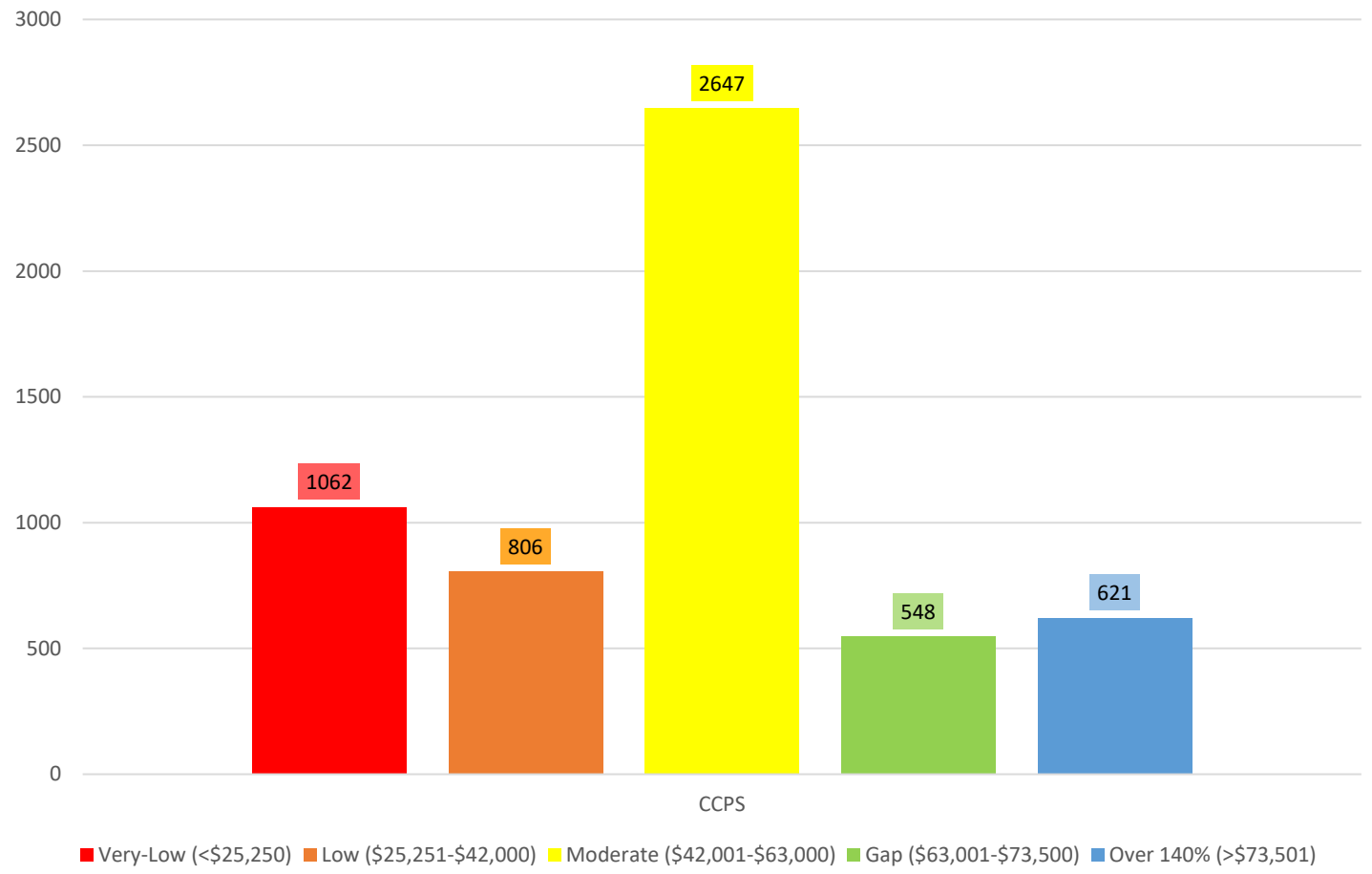
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- ▶ Offers up to 8 bonus units/acre
 - ▶ Sliding scale based on affordability and commitment
 - ▶ Requires a 15 year affordability period
 - ▶ Creates an artificially lower ceiling on density available for Housing that is Affordable
- ▶ Suggested “fine-tuning”
 - ▶ Increases available bonus to **12 additional units/acre over base density**
 - ▶ When added to base density still remains within the County’s 16 units/acre cap
 - ▶ Puts Housing that is Affordable on level playing field with other available residential uses
 - ▶ **Increases Affordability Period from 15 to 30 years compliance**
 - ▶ Does not change public hearing, approval, or notice requirements

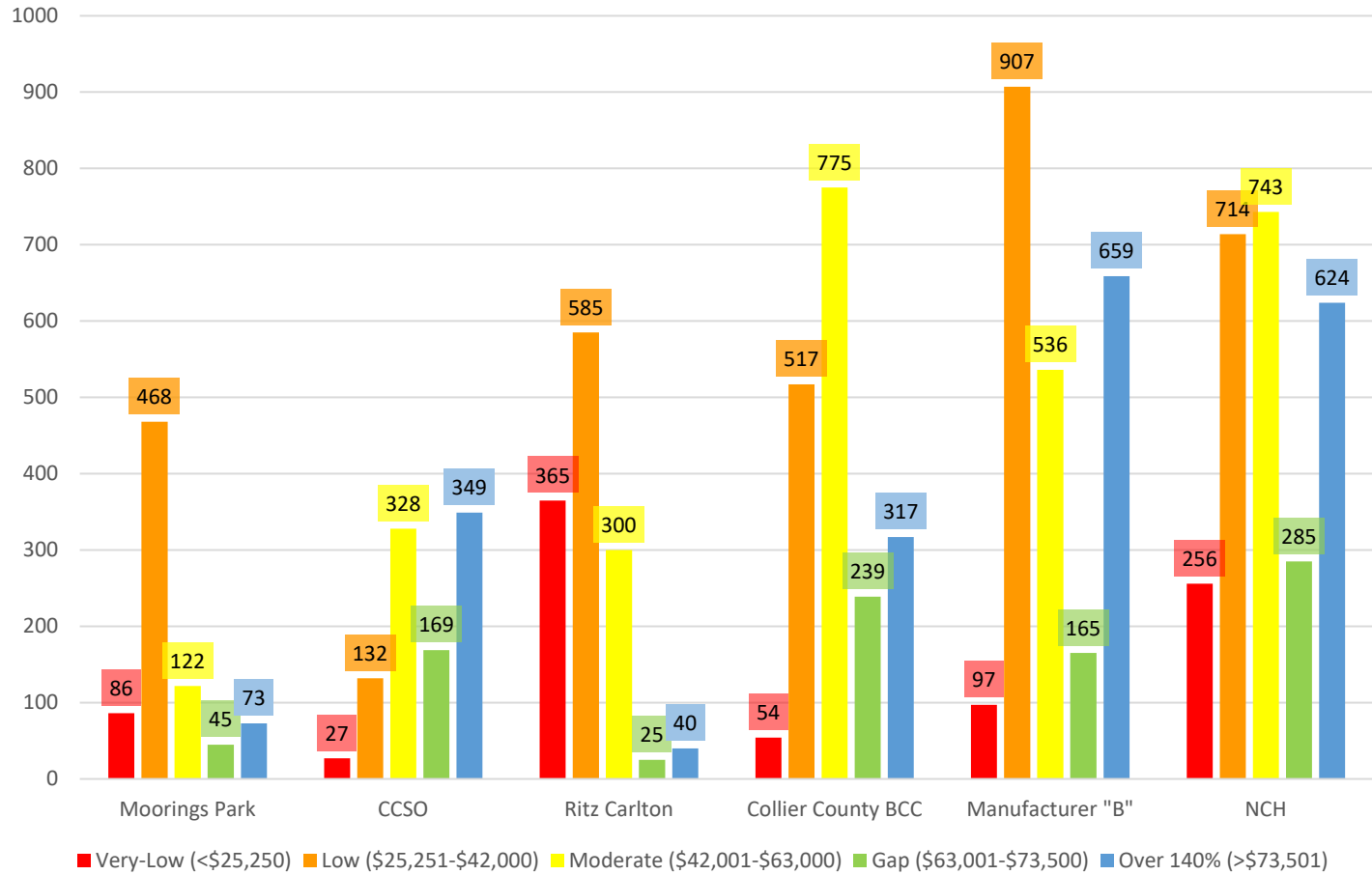
Percent of Employees NOT Residing in Collier County



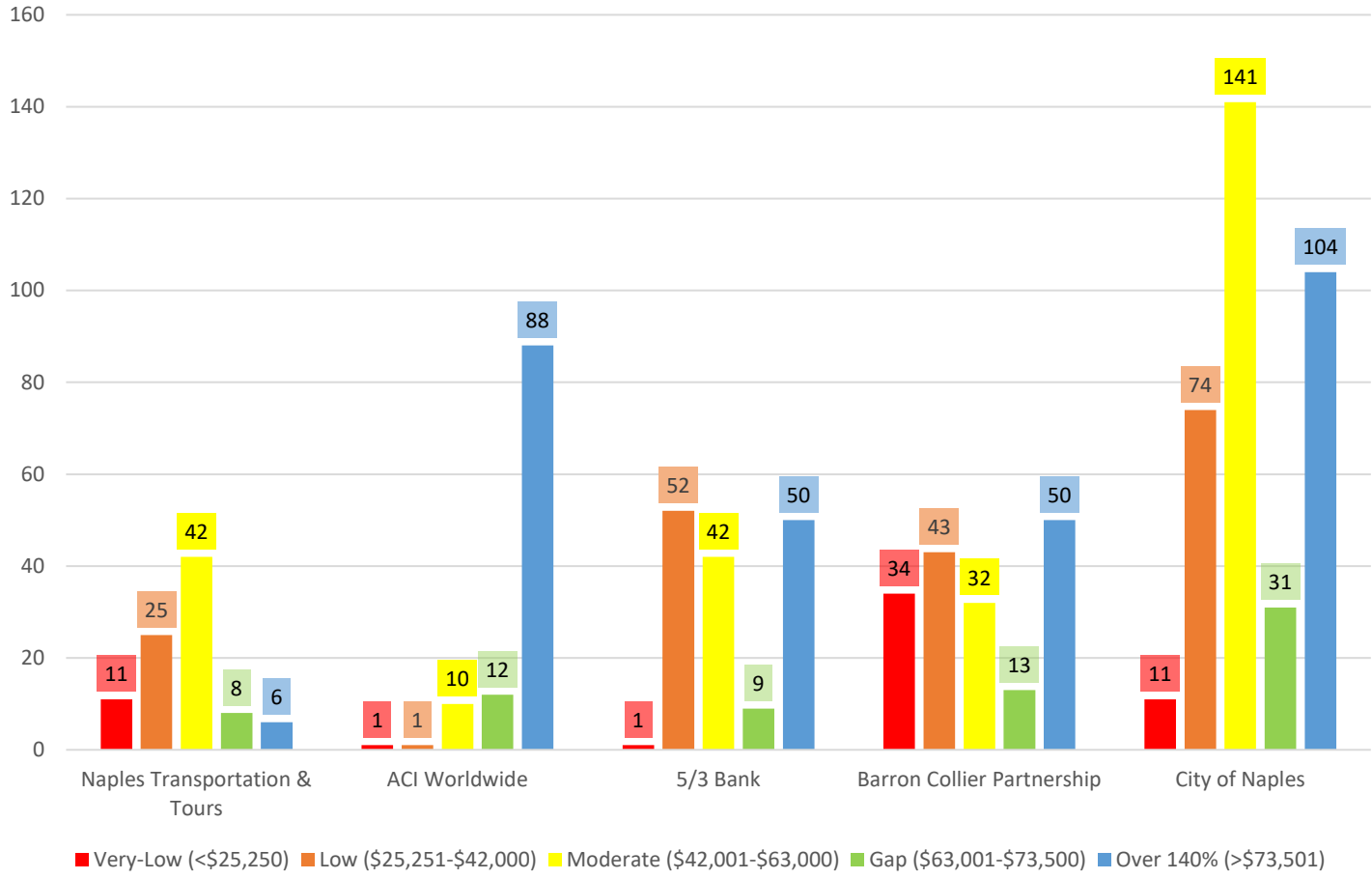
Employee Income Categories Collier County Public Schools - 5,684 employees



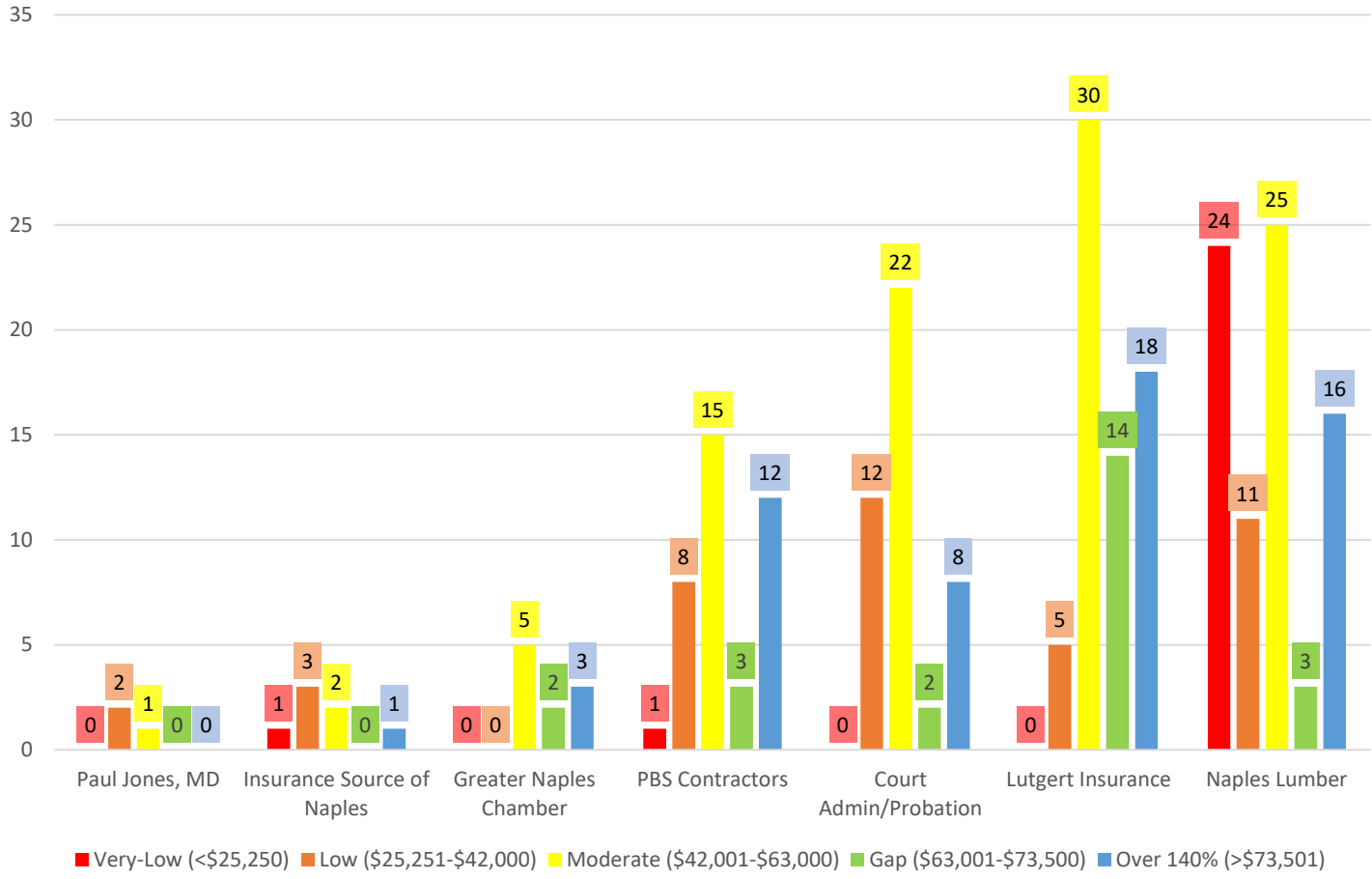
Employee Income Categories (organizations with 800-2650 employees)



Employee Income Categories (100-400 employees)



Employee Income Categories (3-100 employees)



CDBG Open Projects Report 1/31/19

<u>Activity</u>	<u>Project Year</u>	<u>Funds Drawn</u>
HFH - Faith Landing Phase 4	2017-2018	100%
Immokalee Sidewalk Continuation	2018-2019	100%
Habitat for Humanity	2018-2019	65%
Youth Haven Rehabilitation	2018-2019	100%
City of Naples Restroom	2018-2019	0%
Immokalee Fire Land Acquisition	2018-2019	0%
CCHA - HVAC INSTALLATION	2018-2019	83%
Legal Aid PS	2018-2019	100%
UCP PS	2018-2019	100%
CAC PS	2018-2019	100%
Habitat - Land Acquisition	2019-2020	0%
Youth Haven-Jay's Cottage	2019-2020	0%
Immokalee CRA - sidewalks	2019-2020	0%
Bayshore CRA - Fire Suppression	2019-2020	0%
City of Naples - Anthony Park	2019-2020	0%
Legal Aid - Services to Victims	2019-2020	16%
CCCAC - Family Safety	2019-2020	0%
UCP - Free to be Me	2019-2020	0%