

Collier County

Affordable Housing Advisory Committee (AHAC)



AGENDA

September 13, 2021 8:30 A.M.

**3303 Tamiami Trail East (Human Resources- Building
B) Human Resources Training Room**

AHAC COMMITTEE MEMBERS

Steve Hruby, Vice Chair

Litha Berger, Member

John Harney, Member

Gary Hains, Member

Joe Trachtenberg, Member

Mary Waller, Chair

Commissioner Rick LaCastro- Member

Jennifer Mitchell, Member

Bernardo Barnhart, Member

VACANT

VACANT

COLLIER COUNTY STAFF

Kristi Sonntag, Director, Community and Human Services

Jacob LaRow, Housing, Grant Dev. & Oper. Manager

Hilary Halford, Sr. Housing and Grants Coordinator, CHS

Susan Golden, Sr. Housing and Grants Coordinator, CHS

Barbetta Hutchinson, Operations Coordinator, 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. APPROVAL OF AGENDA AND MINUTES**
 - a. Approval of today's agenda
 - b. Approval of July 12, 2021 AHAC meeting minutes
- 4. INFORMATIONAL ITEMS**
 - a. Housing Initiatives Update – comments to Johnson Engineering
 - b. FL Board of Realtors proposed Constitutional Amendment
 - c. Apartment Survey – 2nd Quarter
 - d. Quest 2nd Quarter Housing Report
 - e. Draft AHAC Incentive Report TEMPLATE
 - i. AHAC approved 2018 SHIP Triennial report
- 5. 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.
- 6. DISCUSSION ITEMS AND PRESENTATION**
 - a. Set Special meeting for 2021 Incentive Plan
 - b. Board vacancies – 17 applicants
 - c. Manatee Park – Commissioner response
- 7. STAFF AND COMMITTEE GENERAL COMMUNICATIONS**
- 8. ADJOURN**
- 9. HOUSING TRUST FUND SUBCOMMITTEE MEETING (SEE AGENDA)**
- 10. NEXT AHAC MEETING DATE: October 4, 2021, 8:30 A.M.**

MINUTES OF
THE COLLIER COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE

July 12, 2021
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 Human Resources Conference Room in Naples, Florida, with the following Members present:

Present: Mary Waller - Chair
Steve Hruby – Vice Chair
John Harney
Joe Trachtenberg by ZOOM
Litha Berger
Justin Emens
Commissioner Rick LoCastro

Excused: Jennifer Mitchell
Gary Hains

Unexcused: Bernardo Barnhart

ALSO PRESENT: Kristi Sonntag, Director CHS
Jacob LaRow, Manger Housing & Grant Development CHS
Susan Golden, Sr. Grants Coordinator – CHS
Barbetta Hutchinson, Operations Coordinator - CHS

OTHERS PRESENT: Robin Sheley, Clerk’s Office; Jackie Keay; Michael Puchalla, HELP; Susan Golden; Michael Puchalla, HELP; Laura DeJohn, Johnson Engineering; Jackie Kaey, Citizen

1. CALL TO ORDER

Mary Waller called the meeting to order at 8:33 a.m. She read the procedures to be followed and led in the pledge to the flag. Steve Hruby motioned for Joe Trachtenberg to be able to participate by ZOOM, Justin Emens seconded, and the group voted 7-0 to approve.

2. ROLL CALL – COMMITTEE MEMBERS AND STAFF

There were 7 active members present when the meeting started, therefore a quorum was established.

3. APPROVAL OF AGENDA AND MINUTES

- a. Litha Berger made a motion to approve the agenda which was seconded by John Harney. The motion passed by a vote of 7-0.
- b. A motion was made by Litha Berger to approve the minutes from the meeting on June 7, 2021 and was seconded by Steve Hruby. The motion was passed with a vote of 7-0.

4. INFORMATIONAL ITEMS

- a. Housing Demand Model – This is normally updated in April. The cost of construction has significantly increased, therefore the average cost of housing increased. Our goal was to reduce the number of affordable units each year. Last year we were 1,319 units short and this year 1,997. This could be due to the influx of people moving to Florida due to COVID. McDowell wants to build affordable units in Collier, but as unit costs rise and FHFC caps remain in place, developers are not going to be able to afford to build. Rick LoCastro told the group that everyone needs to realize that there will never be a high rise with 1,000 units that will be able to rent for \$400 due to the high-end cost of Collier County land. Joe Trachtenberg said that the county needs to give impact fee forgiveness to those wanting to build affordable housing. John Harney said that the mindset of the people is that if someone gets a deferral. So should they. Deferrals are not apples to apples and should not create war in our neighborhoods. Jake told the group that the current financing for deferral programs is for 10-15 years. We need to look into areas that could convert commercial into residential.
- b. Laura DeJohn, a Planner from Johnson Engineering spoke to the group about housing and land development code updates. She gave updates on the below 5 initiatives:
 - 1. Standards for affordable housing applications – this has been completed and has been passed by the BCC on February 9, 2021.
 - 2. A new policy in GMP permitting affordable housing in commercial zoning projects allowing 16 density units when converting from commercial to mixed use or residential.
 - 3. Increases allowed density in Activity Centers (intersection on major roadways) from 16 to 25 units per acre.
 - 4. New or existing headquarter sites, industrial areas or employment centers may seek designation as a Strategic Opportunity Site, allowing for a maximum of 25 units per acre when not located in an activity center.
 - 5. New policy in the transportation element of GMP stating higher density along transit corridors is a priority

All of these are in the GMD/LDC process. They should be ready within 6 months for review by the BCC.

Litha Berger made a motion that Steve Hruby asked Laura to send the draft to himself, John Harney, and Gary Hains so that they may read it, mark-it for changes then send to Kristi for compilation. Justin Emens seconded, and the group voted 7-0 in favor.

- c. Restoration of the Affirmatively Furthering Fair Housing (AFFH) Rule. The original rule is from 1968 and a HUD regulation. In 2015 the document went from identifying items into implementing changes. In June of this year, the term “meaningful actions” was restored in order to address disparities in affordable housing. CHS will take steps to comply in areas of opportunity. Comments regarding this are open until the end of the month. This rule is pushing codes, growth management departments, affordable housing, and zoning throughout the entire country.

5. PUBLIC COMMENT

Jacqueline Keay addressed the group regarding her excitement for affirmative action in affordable housing. She asked who will sustain the community when the Gen-Zers and the Millennials are gone because they cannot afford to live here.

Michael Puchalla spoke about demanding affordable housing options in every project. He talked about developers needing multiple funding sources to build affordable housing. Impact fee deferral programs will not work for them because they have to be paid back. In order for developers to build affordable housing they must have the will and the ability to obtain financing. We need to partner with education and services to make sure we can build. He also gave an example for rental rates. A home that cost \$200,000 per unit to build will rent for \$1,384 a month. In order to get a 10% return on their investment, a unit that costs \$155,000 will rent for \$948 a month.

6. DISCUSSION ITEMS

Mary Waller told the group that the Florida Board of Realtors are asking the government not to touch the Sadowski Trust Fund. She asked AHAC members to look at this and see if the AHAC should support it. Mary asked staff to look into Senate Bill 1890 for their recommendation if the AHAC should support as well.

Litha Berger motioned for staff to resubmit the letter to Commissioner Taylor, copy her assistant and ask for a response. Steve Hruby seconded, and the group voted 7-0 in approval.

7. STAFF AND GENERAL COMMUNICATIONS

The Golden Gate Golf Course property will have 422 units. A land lease with the landlord is currently being developed. Rural Neighborhoods have been selected to complete this project. The possibility of a Veteran’s Nursing Home being built on the site was discussed.

8. ADJOURN

There being no further business for the good of the County, Litha Berger motioned to adjourn the meeting at 10:01 a.m.; John Harney seconded, and the group agreed with a vote of 7-0.

NEXT MEETING: THE NEXT MEETING WILL BE HELD AUGUST 2, 2021, AT 8:30 A.M.

Location: Training Room located in Building B, 3303 Tamiami Trail East, Naples, Florida

**COLLIER COUNTY AFFORDABLE HOUSING ADVISORY
COMMITTEE**

Mary Waller, Chairman

The foregoing Minutes were approved by Committee Chair on _____, 2021, "*as submitted*" **OR** "*as amended*" .



TO: Hilary Halford
Senior Grant & Housing Coordinator

DATE: August 30, 2021

FROM: Laura DeJohn, AICP

RE: Update on Regulatory Relief for Housing
that is Affordable – Five Initiatives

INITIATIVE 1. Development standards relief for affordable housing applications. - COMPLETE
BCC adopted Ordinance 2021-05 on February 9, 2021.

INITIATIVES 2 through 5. Regulatory relief for affordable housing applications. – Draft
Amendments COMPLETE; County review underway

2. Streamline commercial to residential conversions.
3. Incentivize mixed income residential housing in future and redeveloped Activity Centers.
4. Create a Strategic Opportunity Sites (SOS) designation process and allow for increased density.
5. Increase density for Transit Oriented Development (TOD) along transit corridors.

GMPA (PL20210000660) – allows commercial conversion to housing that is affordable by right (Policy 5.17); also creates density allowance for mixed incomes in Activity Centers, creates density allowance for SOS, creates density allowance for Transit Oriented Development

- Submittal #2 complete; County Review #2 comments received 8/13/21
- Preparing responses; meeting with County Attorney 9/17/21

LDCA (PL20210001291) – Price Qualifying Program is for those employed in Collier County (LDC Sec. 2.07.00); provisions for higher densities when developing affordably priced units: by right in Commercial districts; mixed incomes in Activity Centers; or transit oriented developments (TOD) over 13 du/acre

- Submittal #2 complete; County Review #2 comments received 8/27/21
- Preparing responses; meeting with County Attorney 9/17/21

The following timeframe is now anticipated for the review and hearing process:

INITIATIVES 2 through 5

June 15 – DSAC LDR Subcommittee; recommendation for approval of LDCA

May-Oct – Staff review on-going

Sept. 20 – Target Submittal #3 for GMPA & LDCA

Oct. 6 – Development Services Advisory Committee – LDCA only

Nov. 18 - Collier County Planning Commission (CCPC) Transmittal Hearings GMPA only

Dec./Jan. - BCC Transmittal Hearings GMPA only

Jan./Feb. – Florida Department of Economic Opportunity (DEO) review

Feb/Mar. 2022 – CCPC Adoption Hearings GMPA & LDCA

Mar./April 2022 – BCC Adoption Hearings GMPA & LDCA

The main areas of change associated with Initiatives 2-5 are provided below:

Initiative 2 - Streamline commercial to residential conversions:

- New Policy 5.17 in GMP permitting Housing that is Affordable by right in Commercial Zoning Districts;
- Up to 16 du/acre allowed by right when converting from commercial to mixed use or residential, when impacts are less intensive than commercial use;
- Project must satisfy compatibility standards for Housing that is Affordable adopted with Initiative 1;
- Eliminates uncertainty of public hearing process and NIMBY'ism.

Initiative 3 - Incentivize mixed income residential housing in future & redeveloped Activity Centers:

- Increases allowed density in Activity Centers (Intersection of major roadways) from 16 units/acre to 25 units per acre;
- Rewards highest density when projects serve the greatest number of income levels;
- Adds high density housing to areas which provide for goods and services, and employment opportunities;
- Amazon effect (on-going shift from brick and mortar retail to internet retail) will continue to provide opportunities to repurpose portions of the square footage within existing Activity Centers to include high density residential projects.

Initiative 4 - Strategic Opportunity Sites (SOS):

- New or existing corporate headquarter sites, industrial areas or employment centers may seek designation as a SOS through the public hearing process through a Future Land Use Map Amendment of the GMP & through PUD Rezone;
- The SOS designation is proposed to allow for max. residential density of 25 units/acre for employment generating projects, when not located within an Activity Center;
- Requires that a minimum of 20% of total dwelling units must be committed to Low or Very Low income levels;
- Incentivizes provision of Low and Very Low income levels, with density bonus doubled when providing housing for these income levels.

Initiative 5 - Transit Oriented Development (TOD):

- New Policy in Transportation Element of GMP stating higher density along transit corridors is a priority;
- Allow density of up to 13 units/acre of market rate units through PUD rezone for a project that complies with Transit Oriented Design (TOD) Standards;
- Density of up to 25 units/acre for projects that are approved through PUD rezoning, comply with TOD standards, and provide 2/3 of bonus density to housing that is affordable;
- Project must provide transit facility/stop at project entrance or be within ¼ of a mile of existing facility;
- 50% of all dwelling units must be within ¼ mile of project entrance.

CONSTITUTIONAL AMENDMENT FULL TEXT

Ballot Title: Affordable Housing – Protects affordable housing funds from being used for non-housing purposes.

Ballot Summary: Establishes State and Local Government Housing Trust Funds in Florida Constitution. Dedicates 25 percent of net revenues from the existing excise tax on documents to those Trust Funds. Protects moneys deposited in those Trust Funds from being used for non-housing purposes. Funds may be expended only to address affordable housing access and availability, including funding of programs addressing new construction, down payment and closing cost assistance, rehabilitation, and financing for affordable housing development.

Article and Section Being Created or Amended: Creates new Section 33 to Article X

Full Text of the Proposed Amendment: SECTION 33. State and Local Government Housing Trust Funds.—

a) The State Housing Trust Fund and the Local Government Housing Trust Fund are hereby established, which shall not be subject to termination under Article III, section 19(f) of this Constitution.

b) Effective on July 1 of the year following passage of this amendment by the voters, the State and Local Government Housing Trust Funds shall receive no less than 25 percent of net revenues derived from the existing excise tax on documents, as defined in the statutes in effect on January 1, 2021, as amended from time to time, or any successor or replacement tax, after the Department of Revenue first deducts a service charge to pay the costs of the collection and enforcement of the excise tax on documents.

c) Funds in the State and Local Government Housing Trust Funds may be expended only to address affordable housing access and availability, including:

1) funding of the State Housing Initiatives Partnership Program and State Apartment Incentive Loan program as defined by the statutes in effect on January 1, 2021;

2) funding for new construction, down payment assistance, closing cost assistance, and rehabilitation of affordable housing;

3) construction and gap financing for affordable housing development; and

4) competitive low-interest financing for affordable housing.

At least 65 percent of the funds expended from the State and Local Government Housing Trust Funds in each fiscal year must address affordable housing access and availability through programs related to the

Initiative Information

Date Approved 6/11/2021

Serial Number 21-11

Sponsor Name: Floridians for Housing

Sponsor Address: 7025 Augusta National Drive, Orlando, FL 32822

CONSTITUTIONAL AMENDMENT FULL TEXT

purchase of affordable housing, rather than programs related to the rental of affordable housing or other purposes related to affordable housing access and availability.

d) The moneys deposited into the State and Local Government Housing Trust Funds, as defined by the statutes in effect on January 1, 2021, shall not be or become commingled with the General Revenue Fund of the state.

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SHIP REQUIREMENTS vs PROPOSED CONSTITUTIONAL AMENDMENT (Floridans for Housing/FL BD of Realtors)

SHIP Requirements/Setasides	Proposed Constitutional Amendment	NOTES
65% ownership activities (purchase, construction, rehab, acquisition)	At least 65% of SHIP funds expended must be for purchase of affordable housing. Funds allow for new construction, down payment assistance (DPA), closing cost assistance & rehabilitation; construction & gap financing	Low priority of rental housing. See language “At least 65% rather than programs related to the rental of affordable housing or other purposes.....”
75% construction, rehab, emergency repairs (hard & soft cost, relocation, impact fees)	Silent on percentage for construction, rehab, etc	
20% Special Needs setaside	silent	
Ranking priority: 1.Special Needs Households (a) Extremely Low (b) Very Low (c) Low Income (d) Moderate 2.Essential Services Personnel (a) Extremely Low (b) Very Low (c) Low Income (d) Moderate 3. After Special Needs Setaside & ESP (a) Extremely Low (b) Very Low (c) Low Income (d) Moderate	silent	
Currently jurisdictions can reallocate all SHIP funds to Disaster Strategies when need arises (Irma, etc)	silent	
Can expend up to 20% of funds on manufactured homes	silent	
Constitutional Amendment does not address local jurisdictions with large rental housing needs (new construction/rehabilitation, etc). Extremely low to Moderate income households are often cost burdened in areas such as Collier County		

Recommend AHAC not take a position until information available from the Sadowski Coalition, Florida Housing Coalition, State Apartment Association, etc.

The Sadowski Coalition had not been invited to the table to discuss this Constitutional Amendment. This proposal shortchanges Floridians who need rental housing assistance. These issues do not belong in the State Constitution

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75% construction, rehab, emergency repairs (hard & soft cost, relocation, impact fees)	Silent on percentage for construction, rehab, etc	
20% Special Needs setaside	silent	
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PM Images / Getty Images

SEPTEMBER 8, 2021

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Legislative Solution Seen As 'Fastest Path' to Address Housing Crisis

Florida Realtors: A new effort will offer homeownership opportunities for frontline workers and take the place of the Housing Funds for Housing ballot campaign.

TALLAHASSEE, Fla. – Florida Realtors® announced that it is pursuing a legislative solution as the fastest way to address Florida's affordable housing crisis, including new homeownership opportunities targeted at frontline workers. The decision was made following highly productive discussions with legislative leaders indicating strong support to address this crisis. This legislative relief will take the place of the Housing Funds for Housing ballot campaign.



[Kenneth Higgins / EyeEm / Getty Images](#)

[2 LEGISLATORS SUPPORT AFFORDABLE HOUSING NEGOTIATIONS](#)

House Speaker Chris Sprowls (R-Palm Harbor) and Senate President Wilton Simpson (R-Trilby), today announced support of Florida Realtors' decision to suspend a housing-related ballot initiative, citing legislative solutions rather than a constitutional amendment as the best solution.

[READ MORE](#) ►

Florida Realtors will be working with legislative leaders to protect existing programs that provide housing for low-income and vulnerable Floridians, and create a new homeownership program that provides down payment and closing cost assistance for nurses, law enforcement, firefighters and other frontline professionals.

"Floridians made it known through their broad public support for the ballot initiative that workforce housing affordability must be a top priority, and this has opened the door for positive discussions in the

Capitol. The legislative leadership has committed to working with us to find significant, immediate solutions to Florida's workforce housing crisis," says Florida Realtors President Cheryl Lambert. "This crisis cannot wait. Every day, we hear about workers who are bearing the brunt of the pandemic who can't afford a home. This approach will help bring homeownership within reach of Floridians much faster."

Lambert says they will suspend their efforts to pursue a constitutional amendment, which would have taken much longer to provide relief to the average Floridian.

Florida Realtors will work cooperatively with the Florida Legislature and other stakeholders to increase opportunities for Floridians to own their own homes, while preserving programs for rental assistance. The organization will also advocate for new funding to support the proposed frontline worker homeownership program. The goal is to begin working with the Florida Legislature immediately to ensure these issues receive attention during the 2022 legislative session, which begins in January.

"Front-line workers are the absolute foundation of our communities, something that has been made even more apparent during this pandemic. They are putting their lives and health on the line every day to benefit those around them, yet Florida has no homeownership program in place to ensure that these heroes can live in the communities where they work," says Florida Realtors CEO Margy Grant. "We're pleased that legislative leaders recognize the importance of this issue and we look forward to working with them on meaningful solutions."

Data analyzed by Florida Realtors shows that front-line workers are at a large disadvantage when it comes to home affordability. For example, EMTs and paramedics would need to earn \$25,000 more a year to afford a median-priced home in the state. Similarly, nurses would need to make \$15,000 more a year and firefighters \$10,000 more a year to afford the same home. Pursuing a legislative approach would provide targeted assistance to these frontline workers more immediately than a ballot initiative.

"During the pandemic, when 'home' took on a whole new meaning, Realtors put forth unprecedented efforts to ensure that Floridians were given every opportunity for housing assistance. Advocacy comes in many forms – Florida Realtors believes that protecting funding for housing and creating new options for homeownership for our front-line workers is a top priority," says Florida Realtors President-Elect Christina Pappas. "We are excited to work with the Legislature to advance new programs and improve existing ones to ensure that all Floridians, especially our front-line workers, have access to safe and attainable housing."

State Sen. Kathleen Passidomo (R-Naples) said in a statement, "I have worked with the Florida Realtors all summer – and for more than a decade – to strengthen affordable housing opportunities in Florida. We agree that affordable housing is absolutely essential to our state – for our families, for our workforce and for our economy. We must ensure that the state's investment in affordable housing is spent judiciously, and that our first responders, health care workers, teachers and other critical professions are able to benefit from the opportunities available. I look forward to continuing our work with the Realtors, property owners, affordable housing advocates and other key stakeholders across the state toward our shared mission of providing safe, accessible and affordable places for Floridians to live, work and raise a family."

President Lambert added, “We have a long, proud history of advocating for Florida’s housing trust funds, and we believe working with the Legislature is the best way to make sure the Sadowski Housing Trust Funds help the most people as quickly as possible. We are a member-driven organization, and it was our members who made it possible for us to secure this positive outcome.”

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Press Release

We are excited to share with you that Florida Realtors® has entered into a historic partnership with the Florida legislature to pursue a new down payment assistance program for frontline workers. This effort will launch as part of the 2022 legislative session with the goal of establishing a new homeownership program for our law enforcement, firefighters, nurses and other frontline professionals who work so tirelessly to keep us all safe and healthy. This partnership has lead Florida Realtors to indefinitely suspend the ballot initiative.

This program is intended to provide new opportunities for homeownership while protecting existing programs that provide housing for those in need, programs that have long been supported by Florida Realtors®.

Specific details of this new program, as well as other efforts in support of affordable housing, will take shape over the next few months as we work with the Legislature during committee weeks and the upcoming 2022 legislative session. These new housing efforts, including an additional \$50 million in anticipated funds for down payment and closing cost assistance for front-line workers, will replace the long, complex petition drive process. Importantly, these funds will be available as soon as next year, rather than in 2023 at the earliest if we had proceeded with a ballot initiative

**Collier County Community and Human Services Division
Quarterly Rental Apartment Inventory Survey July 2021**

Information deemed reliable but should be independently verified

Property Name	Property Address	Phone #	1/1 Rental Rate	2/2 Rental Rate	3/2 Rental Rate	Total # of Units in Development	Occupancy Rate	Total Available Units as of July 8, 2021	July 2021	April 2021	Oct 2020	July 2020	April 2020	Jan 2020	Oct 2019
Goodlette Arms	950 Goodlette Rd N Naples, FL - 34102	(239) 262-3229	\$925			242	100.0%	0	Very-Low Income \$948 2/2	Very-Low Income \$948 2/2	Very-Low Income \$926 2/2	Very-Low Income \$926 2/2	Very-Low Income \$926 2/2	Very-Low Income \$881 2/2	Very-Low Income \$881 2/2
Jasmine Cay	100 Jasmine Circle Naples, FL - 34102	(844) 853-8441		\$986	\$1,139	73	98.60%	1							
Bear Creek	2367 Bear Creek Dr, Naples, FL 34109	(239) 514-0600		\$1,017	\$1,183	108	100.0%	0							
Saddlebrook Village	8685 Saddlebrook Cir, Naples, FL 34104	(239) 354-1122		\$1,045	\$1,197	140	97.9%	3							
Osprey's Landing	100 Ospreys Landing, Naples, FL 34104	(239) 261-5454	\$859	\$1,041	\$1,196	176	100.0%	0							
Villas of Capri	7725 Tara Cir, Naples, FL 34104	(239) 455-4600	\$893	\$1,073	\$1,240	235	100.0%	0							
Windsong Club	11086 Windsong Cir, Naples, FL 34109	(239) 566-8801	\$890	\$1,073	\$1,240	120	100.0%	0							
Whistler's Green	4700 Whistlers Green Cir, Naples, FL 34116	(239) 352-2999	\$898	\$1,070	\$1,233	168	98.8%	2							
College Park	6450 College Park Cir, Naples, FL 34113	239.732.7707		\$1,048	\$1,219	210	100.0%	0							
Whistler's Cove	11400 Whistlers Cove Blvd, Naples, FL 34113	(239) 417-3333	\$874	\$1,051	\$1,224	240	100.0%	0							
Noah's Landing	10555 Noah's Cir, Naples, FL 34116	(239) 775-7115	\$903	\$1,084	\$1,255	264	100.0%	0	Low Income	Low Income	Low Income	Low Income	Low Income	Low Income	Low Income
Tuscan Isle	8650 Weir Dr, Naples, FL 34104	(239) 304-3668	\$880	\$1,058	\$1,225	298	99.0%	3	23	140	313	119	102	84	135
Summer Lakes 1&2	5520 Jonquil Ln, Naples, FL 34109	(239) 596-4401	\$980	\$1,088	\$1,165	416	100.0%	0	\$1519 2/2	\$1518 2/2					
Wild Pines of Naples 1&2	2580 Wild Pines Ln, Naples, FL 34112	(239) 793-6419	\$1,050			200	99.5%	1							
Laurel Ridge	5460 Laurel Ridge Ln, Naples, FL 34116	(239) 353-7766			\$1,233	78	100.0%	0							
Naples 701	3531 Plantation Way, Naples, FL 34112	(239) 775-8000	\$1,135			188	100.0%	0							
Naples Place I-III	4544-4626 Sunset Rd, Naples, FL 34116	(239) 455-5155	\$960	\$1,100	\$1,250	170	100.0%	0							
Brittany Bay	14815 Triangle Bay Dr, Naples, FL 34119	(239) 354-2002 (239) 461-1227	\$940	\$1,107	\$1,266	392	100.0%	0							
Gordon River Apartments	1400 5th Ave N, Naples, FL 34102	(239)263-7700		\$1,200	\$1308	96	93.80%	2							
Mer Soleil	4250 Jefferson Ln, Naples, FL 34116	(239) 354-1155	\$1,086	\$1,298	\$1,533	320	99.4%	2							
Oasis Naples	2277 Arbor Walk Cir, Naples, FL 34109	(239) 598-9944	\$1,199	\$1,299		216	100.0%	0							
Briar Landings	1385 Wildwood Lakes Blvd, Naples, FL 34104	239-775-4002	\$1,175	\$1,300		240	99.6%	1							
George Carver Apts	350 10th St N Naples, FL - 34102	(239) 261-4595 (810)750-7000	\$1169	\$1,391	\$1,674	70	100.0%	0							
Meadow Brook Preserve	1130 Turtle Creek Blvd, Naples, FL 34110	(239) 514-4449	\$1,500	\$1,481	\$1,704	268	97.0%	8							
Somerset Palms	15985 Arbor View Blvd, Naples, FL 34110	(888) 479-3911		\$1,740	\$1,985	169	100.0%	0							
Berkshire Reserve (Dallil of Naples)	3536 Winifred Row Ln, Naples, FL 34116	239) 455-8174			\$1,750	146	98.6%	2							
The Point at Naples (Heron Park)	2155 Great Blue Dr, Naples, FL 34112	(239) 417-5500	\$1,300	\$1,500	\$1,700	248	96.8%	8							
Waverley Place	5300 Hemingway Ln, Naples, FL 34116	(239) 353-4300	\$1,317	\$1,654	\$1,919	300	99%	3							
River Reach	1970 River Reach Dr #179, Naples, FL 34104	(239) 643-2992	\$1,485	\$1,685		556	100.0%	0							
Belvedere At Quail Run	260 Quail Forest Blvd, Naples, FL 34105	(239) 434-0033	\$1,299	\$1,484		162	100.0%	0							
Meadow Lakes	105 Manor Blvd, Naples, FL 34104	(239) 403-4130	\$1,534	\$1,825	\$2,005	252	100.0%	0							
Alvista at Laguna Bay	2602 Fountainview Cir, Naples, FL 34109	(239) 254-7889	\$1,335	\$1,525		456	100.0%	0							
Advenir Aventine	9300 Marino Cir, Naples, FL 34114	(239) 793-4603	\$1,480	\$1,670	\$1,960	350	98.6%	5							
Atrium Gulfshore	5301 Summerwind Dr, Naples, FL 34109	(239) 597-6605	\$1,900	\$2,000		368	100.0%	0							
Malibu Lakes	2115 Malibu Lakes Circle, Naples, FL 34119	239.596.0035	\$1,545	\$1,890	\$2,335	356	100.0%	0							
Alvista at Golden Gate/Sabal Key	1600 Wellesley Cir, Naples, FL 34116	(239) 353-1211	\$1,250	\$1,700		200	97.5%	5	Moderate Income/	Moderate Income/	Moderate Income/	Moderate Income/	Moderate Income/	Moderate Income/	Moderate Income/
Aster at Lely Resort	8120 Acacia St, Naples, FL 34113	(239) 919-8375	\$1,649	\$2,124	\$2,200	308	99.4%	2	120	389	498	581	444	486	653
Sierra Grande at Naples	6975 Sierra Club Cir, Naples, FL 34113	(239) 529-5631	\$1,910	\$2,080	\$2,400	300	99.7%	1	\$2277 2/2	\$2277 2/2	\$2223 2/2	\$2223 2/2	\$2223 2/2	\$2223 2/2	\$2223 2/2
Milano Lakes	3713 Milano Lakes Circle, Naples, FL 34114	(239) 330-4181	\$1,436	\$1,718	\$2,218	296	70.9%	86							
Bermuda Island	3320 Bermuda Isle Cir, Naples, FL 34109	(877) 377-4289, 594-1806	\$1,620	\$1,865	\$2,235	360	100.0%	0							
Addison Place	8677 Addison Place Circle, 34119	(239) 963-8937	\$1,704	\$1,898	\$2,257	294	100.0%	0							
Inspira Apartments	7425 Inspira Circle, Naples, FL 34113	(239) 298-5680	\$1,794	\$1,844	\$2,289	304	97.4%	8							
Legacy Naples Apartments	7557 Campana Way, Naples, FL 34104	(239) 354-7417	\$1,837	\$2,315	\$3,224	304	98.0%	6							
Orchid Run	10991 Lost Lake Drive, Naples, FL 34105	(833) 676-4450 844-815-9861	\$2,058	\$2,817	\$3,010	282	94.3%	16	Market Rate	Market Rate	Market Rate	Market Rate	Market Rate	Market Rate	Market Rate
The Springs at Hammock Cove	4360 Petal Dr, Naples, FL 34112	(239) 203-3972	\$1,731	\$2,405	\$2,590	340	95.6%	15	79						
Lago Apartments	10200 Seetgrass Circle, Naples, FL 34104	(239)384-6881	\$1,841	\$2,407	\$3,263	320	86.9%	42							
Sub-Total Naples		Median	\$1,300	\$1,484	\$1,687	11,599	98.3%	222	222	529	811	700	546	570	788
Garden Lake	1050 Garden Lake Cir, Immokalee, FL 34142	(239) 657-3204	\$443	\$535		65	96.9%	2							
Heritage Villas	1810 Lake Trafford Rd, Immokalee, FL 34142	(239) 657-3204 844-250-5248	\$485	\$540		41	97.6%	1							
Farm Worker Village (non-farmworker)	2225 Chadwick Cir, Immokalee, FL 34142	239-842-0327	\$520	\$570	\$610	276	93%	20							
Summer Glenn	1012 Summer Glen Blvd, Immokalee, FL 34142	(239) 657-3204	\$488	\$599		45	97.8%	1							
Sanders Pines	2449 Sanders Pine Cir, Immokalee, FL 34142	239-657-8333		\$600	\$650	41	95.1%	2							
Willowbrook Place	1836 Ash Ln, Immokalee, FL 34142	239.657.3204	\$504	\$604		41	97.6%	1							
Main Street Village	104 Anhinga Cir, Immokalee, FL 34142	239-657-6576		\$630	\$700	79	100.0%	0	Very-Low Income	Very-Low Income	Very-Low Income	Very-Low Income	Very-Low Income	Very-Low Income	Very-Low Income
Esperanza	210 S 1st St, Immokalee, FL 34142	239.657.2009	\$580	\$670	\$730	47	100.0%	0	30	32	18	10	20	33	44
Bromelia Place	612 N 11th St Immokalee, FL - 34142	(239) 657-3000	\$575	\$675		30	100.0%	0	\$928 2/2	\$948 2/2	\$926 2/2	\$926 2/2	\$926 2/2	\$881 2/2	\$881 2/2
Cypress Run	550 Hope Circle, Imokalee, FL 34142	(239) 657-9032	\$685			39	100.0%	0							
Timber Ridge	2711 Wilton Ct, Immokalee, FL 34142	239-657-8333			\$750	34	97.1%	1							
Oak Haven	580 Oakhaven Cir, Immokalee, FL 34142	(239) 658-5920		\$850	\$950	160	99.4%	1							
Southern Villas	1802 Custer Ave, Immokalee, FL 34142	(239) 657-3204	\$609	\$725	\$870	35	97.1%	1							
Immokalee Apartments	601 W Delaware Ave, Immokalee, FL 34142	(239) 657-6185		\$849	\$976	100	100.0%	0							
Eden Gardens 1&2	1375 Boxwood Drive, Immokalee, FL 34142	(239) 657-7900		\$850	\$980	92	100.0%	0							
Crestview Park 1&2	715 Crestview Dr, Immokalee, FL 34142	(239) 658-8267		\$981	\$1,138	304	98.0%	6	Low Income	Low Income	Low Income	Low Income	Low Income	Low Income	Low Income
									6	8	12	33	9	12	10

									\$1518 2/2	\$1518 2/2	\$1482 2/2	\$1482 2/2	\$1482 2/2	\$1410 2/2	\$1410 2/2
Sub-Total Immokalee		Median	\$520	\$650	\$810	1,429	97.5%	36	36	40	30	10	20	45	54
Grand Total		Median	\$1,172	\$1,154	\$1,261	13,028	98.0%	258	258	569	841	710	566	615	842



Second Quarter 2021

Community Housing Plan Report

OUR MISSION

Provide comfortable, safe, and attractive housing affordability options in Collier County

OUR MOTTO

Making our community stronger;
one life, one home, one project at a time

COMMUNITY HOUSING PLAN UPDATE

The first initiative, regulatory relief for housing that is affordable, received unanimous approval from the Collier County Planning Commission (CCPC) and was approved by the Collier County Board of County Commissioners (BCC) at their February 9 hearing. Initiatives Two through Five continue the process for approval and implementation with the following timeline:

2021

May – August	Staff review on-going
June 15	Development Services Advisory Committee / Development Services Advisory Subcommittee; recommendation for approval of Land Development Code Amendment
August – September	Development Services Advisory Committee review
September – October	Collier County Planning Commission (CCPC) Transmittal Hearings
November	BCC Transmittal Hearings
November – December	Florida Department of Economic Opportunity (DEO) review

2022

December – January	CCPC Adoption Hearings
February – March	BCC Adoption Hearings



CONSOLIDATED FIVE-YEAR PLAN AND ANNUAL ACTION PLAN

Currently, Collier County is working with BluLynx Solutions to develop the plan for the next five-year term (2021-2026). BluLynx is also preparing the Annual Plan in conjunction with the Consolidated Plan.

During the latter part of 2020 and early 2021, public input was gathered by community groups, a bilingual web survey of county residents, direct phone contacts with 36 people representing 22 local non-profit and community organizations in Collier County, and two focus groups.

The Annual Action Plan was developed in accordance with the county's Consolidated Plan Priorities and Citizen Participation Plan. To meet the Action Plan goals and outcomes, Fiscal Year (FY) 2021 funding allocations will focus on five main areas as follows:

GOAL NAME	OBJECTIVE	OUTCOME	ANTICIPATED GOAL OUTCOME INDICATOR
Affordable Housing	Provide Decent, Affordable Housing	Affordability	Housing Acquisition for Low/Moderate- Income Housing Rental Units Constructed: 80 Rental Units Rehabilitated: 52 Rental Units Acquired: 1 Homeowner Housing Added: 8
Improve Public Infrastructure	Suitable Living Environment	Sustainable Infrastructure/neighborhoods	Public Infrastructure Activities benefit: 1,125 Low/Mod Persons Assisted via Area Benefit
Improve Public Facilities and Other Facilities	Suitable Living Environment	Sustainable Facilities	Public Facility Improvements benefit: 180 Persons Assisted via Area Benefit
Provide Public Services	Suitable Living Environment	Increase/Sustain needed public services	Public service activities other than Low/Mod Housing benefit: 260 Persons Assisted
Emergency Housing Operations and Services for the Homeless	Homeless Assistance	Availability/ Accessibility	Homeless Person Overnight Shelter: 120 Persons Assisted HMIS support: 3 Homelessness Prevention: TBD

The Consolidated Plan and the Annual Action Plan were available for public comment between April 30 and May 31. The Citizen Participation Plan and the Analysis of Impediments to Fair Housing were made available May 10 through June 11 for public comment. Also, the county held two public meetings and two public hearings to receive input on the plans. The table on page 2 outlines the recommended activities for FY 2021.

Community and Human Services staff is proposing a revision of the existing county's Citizen Participation Plan (CPP), a document within the Five-Year Consolidated Plan. The proposed CPP would replace the current version, which was approved on June 28, 2016, (agenda item 11E). Proposed changes to the CPP are:

- Updates to reflect the current HUD citizen participation rules outlined in 24 CFR 91.105
- Simplified the layout and procedures
- Eliminated unnecessary redundancy

Approval of this item confirms the county's five-year spending priorities, provides staff the guidance needed to administer those spending priorities, approves the one-year Action Plan with specified activities for FY 2021, approves execution of 10 sub-recipient agreements and approves the revised CPP and updated Analysis of Impediment to Fair Housing.

2021 ENTITLEMENT GRANT CYCLE APPLICANT UPDATE

The annual Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grants (ESG) and State Housing Initiatives Partnership program (SHIP) cycle was held beginning on January 4 with applications due February 8. In addition, CDBG-CV and ESG-CV applications were accepted during this cycle. CDBG-CV provides grants to states, insular areas and local governments to prevent, prepare for and respond to the spread of COVID-19.

There were 33 applications received for federal, state or local funding requesting a total of \$11.08 million in grant funds representing projects with an economic impact of over \$85 million. The Grants Review and Ranking Committee (Committee) met in a public meeting on March 3, to review the applications and make their scoring recommendations. The projects recommended by the Committee are used to formulate the Annual HUD Action Plan, as described on page 2 of this report.

The county opened a second round of entitlement funding applications May 17 – June 1, with eight applications received. Applications remain under review by the Committee.



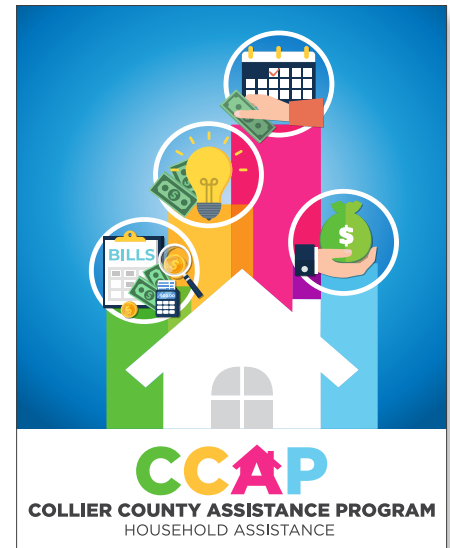
COLLIER COMMUNITY ASSISTANCE PROGRAM CONTINUES TO HELP RESIDENTS AFFECTED BY COVID-19

Ongoing since March this year, the Collier Community Assistance Program (CCAP) assists residents with paying past due rent, mortgage and utility bills as well as future rent payments. A landlord may also apply on behalf of a tenant. Landlords can apply for reimbursement of each eligible renter's unpaid rent between April 1, 2020, and March 31, 2021, or the most recent unpaid month. As of July 9, the small business assistance applications closed with the possibility of re-opening later this year.

CCAP also will accept applications for assistance from households with senior members (60 years or older), or a homeowner who is 60 years of age or higher. CCAP is screening applicant's eligibility through the Emergency Home Energy Assistance Program (EHEAP) to assist households who have a delinquent electric bill and an adult 60 years or older who resides in the home. Households with an elderly member may receive assistance with air conditioning repairs, while an elderly homeowner may receive repairs or replacement of their air conditioning system.

Lastly, if an individual receives a positive COVID test result or a member of a household has a positive COVID test result and are unable to reside in the home and must quarantine, help is available to pay for quarantining in a local hotel that is below the General Services Administration's (GSA) published rate for our area. The GSA rate is the maximum allowable rate for hotel reimbursement set by the federal government.

Those interested in applying are encouraged to visit the website for more information and to apply: CollierFLAssistance.com. Residents may also dial 311 within the county or e-mail CCAPinfo@colliercountyfl.gov to receive general program information or assistance with applying. Applicants may also visit any Collier County library where they can use the computer, scanner and printer/copier equipment that is assigned for public use at no charge to submit an online application. For personal assistance after submitting an application, applicants may schedule an appointment by calling (239) 450- 2114 or emailing CCAPinfo@colliercountyfl.gov.



COLLIER COUNTY HOUSING OPERATIONS AND GRANT DEVELOPMENT STAFF



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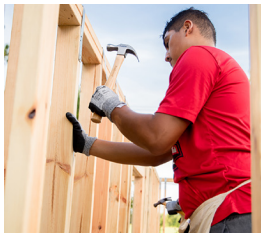


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Email: **housinginfo@colliercountyfl.gov**

Website: **CollierCountyHousing.com**

Incentive Strategies Report Template

This report template is a sample for review and there is no requirement to adopt this report format. At a minimum, items (a) through (k), as outlined in the SHIP Statute, must be included in the report. Florida Housing Finance Corporation staff request that each of the (a) through (k) items be explicitly included even in cases when the advisory committee has no recommendation. In such a case, write “No Recommendation” or an explanation to document that the incentive was discussed, like “The AHAC does not consider that this type of incentive strategy is appropriate for the community”. For each recommendation to improve an incentive strategy or add a strategy, propose a ‘Schedule for Implementation’. This should list steps needed to apply the recommendation if it is approved by the governing board. It may identify additional documents beyond the LHAP that must be updated to implement the reform.

Affordable Housing Advisory Committee
Report to Board of County Commissioners
SHIP Affordable Housing Incentive Strategies

SUBMITTED TO: COLLIER COUNTY
BOARD OF CITY/COUNTY COMMISSION

SUBMITTED TO: _____
FLORIDA HOUSING FINANCE CORPORATION

DATE SUBMITTED: _____

PREPARED BY: COLLIER COUNTY COMMUNITY & HUMAN SERVICES & AHAC

BACKGROUND

As a recipient of State Housing Initiative Partnership funds, Collier County established an Affordable Housing Advisory Committee in 1993 (Ord 93-19) and repealed and replaced early versions with Ord.2013-27 as required by the Florida Statutes, Sec. 420.9076. The AHAC is responsible for reviewing and evaluating local plans, policies, procedures, land development regulations, the Comprehensive Plan, and other aspects of the City/County housing activities that impact the production of affordable housing. Further, the AHAC is specifically directed by the SHIP Statute to consider and evaluate the implementation of the incentives set out at Florida Statutes, Sec. 420.9076 (4)(a)-(k). Based on the AHAC evaluation, it may recommend to local government that it make modifications of, exceptions to, or creation of new plans, policies, procedures, and other governing vehicles which would encourage production of affordable housing.

As approved by the Collier County Board of County Commissioners, the recommendations are used to amend the Local Housing Assistance Plan and the local Comprehensive Plan Housing Element.

COMMITTEE COMPOSITION

The Board of County Commission appointed or re-appointed members to the Committee via Ordinance 2020-27 recognizing the requirement to appoint an elected office and May 25, 2021 **(most recent Res**

Trachtenberg/Barnhart??. Florida Statutes, Sec. 420.9076(2) lists the categories from which committee members must be selected. Each AHAC must have a locally elected official from the county or municipality participating in the SHIP program. The locally elected official must be a City or County Commissioner. The elected official will count as a member of the AHAC for purposes of meeting the number of members requirements. There must be at least eight committee members with representation from at least six of the following categories:

- (a) A citizen who is actively engaged in the residential home building industry in connection with affordable housing.
- (b) A citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.
- (c) A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
- (d) A citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing.
- (e) A citizen who is actively engaged as a for-profit provider of affordable housing.
- (f) A citizen who is actively engaged as a not-for-profit provider of affordable housing.
- (g) A citizen who is actively engaged as a real estate professional in connection with affordable housing.
- (h) A citizen who actively serves on the local planning agency pursuant to s. 163.3174. If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process.
- (i) A citizen who resides within the jurisdiction of the local governing body making the appointments.
- (j) A citizen who represents employers within the jurisdiction.
- (k) A citizen who represents essential services personnel, as defined in the local housing assistance plan.

The appointed AHAC Committee members are included here, along with their category affiliation.

Name	Category Represented	Date Appointed
1 Rick LoCastro	Elected Official	1/12/2021
2 Mary Waller	Resident in Jurisdiction (RE)	11/15/16; 10/27/20
3 Steve Hruby	Residential Home Bldg Industry	6/12/07; 10/8/19
4 Litha Berger	Real Estate Professional	10/13/15; 10/8/19
5 Jennifer Mitchell	Essential Service Personnel	11/12/2019
6 John Harney	Advocate for Low Income Persons	10/27/2020
7 Joseph Trachtenberg	Employer within Jurisdiction	5/25/2021
8 Bernardo Barnhart	Resident in Jurisdiction (Imm)	5/25/2021
9 Gary Hains	Labor engaged in home bldg	1/22/2019
10 Justin Emens	Banking & Mortgage	1/22/2019
11		

AFFORDABLE HOUSING RECOMMENDATIONS

The AHAC has reviewed local government plans, policies, and procedures; ordinances; regulations; statutes; and the comprehensive plan, among other documents applicable to affordable housing, for evaluation of their impacts on affordable housing. Further, the AHAC has specifically considered and evaluated the strategies set out at Florida Statutes, Sec. 420.9076 (4)(a)-(k). Based on this review and evaluation, the AHAC has formulated recommendations

to the County Commission that it incorporate into its housing strategy certain changes designed to encourage production of affordable housing.

The AHAC, from its review, consideration, evaluation, and recommendations, drafts and submits this report to the County Commission and to Florida Housing Finance Corporation, which details the scope of its work and the resulting recommendations.

From the review and evaluation of the local government documents listed here, the AHAC makes these recommendations to the County Commission that it incorporate into its housing strategy the following:

RECOMMENDATION 1

Meeting Synopsis:

Existing Strategy:

AHAC Recommendation:

Schedule for Implementation:

RECOMMENDATION 2

Meeting Synopsis:

Existing Strategy:

AHAC Recommendation:

Schedule for Implementation:

The AHAC has reviewed, considered, and evaluated the following the strategies provided in the SHIP Statute at Florida Statutes, Sec. 420.9076 (4):

- (a) The processing of approvals of development orders or permit, as defined in Florida Statutes, Sec. 163.3164(7), (8), for affordable housing projects is expedited to a greater degree than other projects.
- (b) The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.
- (c) The allowance of flexibility in densities for affordable housing.
- (d) The reservation of infrastructure capacity for housing for very low-income persons, low-income persons, and moderate-income persons.
- (e) The allowance of affordable accessory residential units in residential zoning districts.
- (f) The reduction of parking and setback requirements for affordable housing.
- (g) The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.
- (h) The modification of street requirements for affordable housing.
- (i) The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.
- (j) The preparation of a printed inventory of locally owned public lands suitable for affordable housing.
- (k) The support of development near transportation hubs and major employment centers and mixed-use developments.

EXPEDITED PERMITTING

Meeting Synopsis:

Existing Strategy: Collier County has had an Expedited/Fast Track permitting process in place for housing that is affordable since [REDACTED] Based upon AHAC and community stakeholders, the Expedited Permitting process was reviewed and updated with the adoption of Resolution 2018-40 on February 27, 2018.

AHAC Recommendation:

Schedule for Implementation: Resolution 2018-40 has been implemented and affordable housing developers have successfully utilized the improved process.

MODIFICATION OF IMPACT FEES

Meeting Synopsis:

Existing Strategy: Collier County has had an Impact Fee Deferral program in place for housing that is affordable since 1993. Based upon the 2017 Community Housing Plan, AHAC and community stakeholders, the Impact Fees Deferral program was modified and strengthened via Ordinance #2018-28 on February 27, 2018.

AHAC Recommendation: ??Review future opportunities identified in 2018 report pg 2 i.e. increase length of deferral for rental???

Schedule for Implementation:

FLEXIBLE DENSITIES

Meeting Synopsis:

Existing Strategy: Throughout most of Collier County, residential zoning has a base density of 4 units per acre. Collier County has had an affordable housing density bonus program since 2004-41 or earlier???. As a result of the Community Housing Plan and AHAC, Collier County amended its Land Development Code to increase density for units that are affordable through Ordinance #2019-02 adopted February 12, 2019. The Affordable Housing Density Bonus (AHDB) program now provides up to 16 units per acre.

AHAC Recommendation:

Schedule for Implementation: Add language re: Johnson Eng Incentives – 25upa recommendations???

RESERVATION OF INFRASTRUCTURE CAPACITY

Meeting Synopsis:

Existing Strategy: Collier County does not reserve infrastructure capacity.

AHAC Recommendation: ? Not proposed for adoption???

Schedule for Implementation:

PARKING AND SETBACK REQUIREMENTS

Meeting Synopsis:

Existing Strategy: The County currently has two processes where developers can request a reduction of parking and setback requirements. Deviations from existing requirements can be requested through the Site Development Plan (SDP) process or the rezoning to Planned Unit Development (PUD) process. Recommendations to modify some setback requirements for housing that is affordable were included in Ordinance 2021-05 amending the Land Development Code, adopted February 9, 2021.

AHAC Recommendation:

Schedule for Implementation:

AFFORDABLE ACCESSORY RESIDENTIAL UNITS

Meeting Synopsis:

Existing Strategy: Collier County does not allow for the rental of Accessory Dwelling Units (ADUs) LDC Section 5.03.03. The County only allows construction of “Guesthouses” on large single family lots of with a minimum lot size of 43,560 square feet.

AHAC Recommendation: ? See 2018 report (2 comments) and other info?

Schedule for Implementation:

FLEXIBLE LOT CONFIGURATIONS

Meeting Synopsis:

Existing Strategy: Zero lot line development is allowed in Planned Unit Development (PUDs) and as a Conditional Use under Cluster Housing. Recently Ordinance 2021-05 clarified that Cluster Development of affordable housing does not require a Conditional Use in the RMF-6 Zoning District (Ord attached)

AHAC Recommendation: See 2018 report re: “smart code” and 4 re-study area comments

Schedule for Implementation:

MODIFICATION OF STREET REQUIREMENTS

Meeting Synopsis:

Existing Strategy: Street requirements for affordable housing developments are considered, on a case by case basis, as deviations in the PUD approval process or variances in the conventional zoning process.

AHAC Recommendation: Is this part of Johnson Eng Regulatory Relief?????

Schedule for Implementation:

PROCESS OF ONGOING REVIEW

Meeting Synopsis:

Existing Strategy: Community & Human Services monitors the Board of County Commission, Planning Commission and Development Services Advisory Committee (DSAC) meetings regarding issues that may impact housing affordability in Collier County.

AHAC Recommendation: ??See 2018 IRR re: impact on cost of housing affordability???

Schedule for Implementation:

PUBLIC LAND INVENTORY

Meeting Synopsis:

Existing Strategy: The County’s Real Property office maintains a list of county owned properties as required by FS 125.379. This inventory is circulated to County Departments for review and determination if properties are needed to implement Department programs/mandates/operations, etc.

In 2018, two County owned parcels known as Bembridge and Manatee were part of a Request For Information (RFI) process with multiple developers submitting proposals for the development of the 5 acre Bembridge site. The Board of County Commissioners decided not to move forward with proposals for the Manatee site. In 2019 the County selected McDowell Housing Partners to construct 82 units of affordable rental housing.

In _____ (year????) the County acquired the defunct Golden Gate Golf Course. In 2019, through an RFP process (ITN???) the County selected Rural Neighborhoods, Inc to develop a portion (25+ acres) of this publicly owned property for affordable rental housing for seniors, veterans and Essential Service Personnel (ESP). The Developers of both parcels have entered into a 99-year land lease with the County.

AHAC Recommendation: See 2018 IRR for “Future Opportunities” – include revisit Manatee??? Resolution 2018-39 re: collocate public facilities and affordable housing; letter requesting reconsideration?????.....
Schedule for Implementation:

SUPPORT OF DEVELOPMENT NEAR TRANSPORTATION HUBS

Meeting Synopsis:

Existing Strategy: This issue was reviewed during the development of the Community Housing Plan with recommendations for the County to consider integration of bus routes (CAT) with affordable housing locations, development of Strategic Opportunity Sites and higher housing densities in existing Activity Centers.
Add update re Johnson Eng current work/timeline; See 2018 IRR

AHAC Recommendation:
Schedule for Implementation:

DRAFT

2018

**Collier County Board of
County Commissioners**

**Affordable Housing Advisory
Committee**

**STATE HOUSING INITIATIVES PARTNERSHIP (SHIP)
TRIENNIAL REPORT**

NOVEMBER 13, 2018

Florida State Statute 420.9076 (4) requires that all local governments participating in the State Housing Initiatives Partnership (SHIP) program review and evaluate the implementation of eleven (11) affordable housing incentives identified in 420.9076(4)(a)-(k).

The following eleven incentives are identified in State Statute and must be reviewed and evaluated by the Affordable Housing Advisory Committee (AHAC) every three years.

Existing Incentives in use in Collier County	
1	Expedited Permitting - The processing of approvals of development orders or permits for affordable housing projects is expedited to a greater degree than other projects, as provided in s.163.3177 (6)(f)3
2	Impact Fee Waivers or Modifications – The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing
3	Density Flexibility – The allowance of flexibility in densities for affordable housing
4	Parking and Setbacks - The reduction of parking and setback requirements for affordable housing
5	Flexible Lot Configurations – The allowance of flexible lot configurations, including zero-lot-line, for affordable housing
6	Street Requirements – The modification of street requirements for affordable housing
7	Ongoing Oversight – The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing
8	Land Bank Inventory – The preparation of a printed inventory of locally owned public lands suitable for affordable housing
9	Proximity - The support of development near transportation hubs and major employment centers and mixed-use developments (activity centers, density bands and strategic opportunity sites)
Incentives not in use in Collier County	
10	Reservation of Infrastructure - The reservation of infrastructure capacity for housing for very-low income persons, low income persons, and moderate-income persons
11	Accessory Dwelling Units - The allowance of affordable accessory residential units (granny flats, mother-in-law quarters, guest cottages) in residential zoning districts

	Incentive Description	Incentives and AHAC Review Comments	AHAC Recommendation
1	<p>Expedited Permitting – The processing of approvals of development orders or permits, as defined in Sec. 163.3164(7) and (8), F.S. for affordable housing projects is expedited to a greater degree than other projects (See Senate Bill 2011 – SB 176)</p>	<p>In accordance with F.S. 553.791(7)(9), no more than 30 business days after receipt of a permit application, the local building official shall issue the requested permit or provide a written notice to the permit applicant identifying the specific plan features that do not comply with the applicable codes, as well as the specific code chapters and sections.</p> <p>The County's Growth Management Department reviews and refines the building permit process with input from the Development Services Advisory Committee (DSAC) and the public. In 2012 the Board approved a staff augmentation contract with a private provider to assist building division staff during times of elevated permitting requests.</p> <p>The Community Housing Plan, developed by AHAC and the Stakeholders Committee, and approved by the BCC on October 25, 2017, included new recommendations to improve the existing Expedited Permitting process.</p>	<p><u>Current incentive status</u></p> <p>(1) On February 27, 2018, the Board of County Commissioners approved Resolution 2018-40 to improve the Expedited Development Review process based upon the Stakeholder Committee and AHAC recommendations.</p> <p>(2) Enhanced Expedited Permitting (Fast Tracking) has been implemented with affordable housing developers having successfully utilized the improved process.</p>

2	<p>Impact Fee Waivers or Modifications – The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing</p>	<p>Individuals or organizations constructing new affordable housing units to benefit very low, low and moderate-income persons and households are eligible for the deferral of impact fees per LDC Sec 74-401.</p> <p>Impact Fee deferrals or waivers have historically been allowed since 1993. However, Resolution No. 2008-97, restricted the use of the remaining funds for deferral of County Impact Fee suspending the program for single family, owner-occupied affordable housing developments.</p> <p>On June 23, 2015, the BCC accepted a recommendation to reinstate the impact fee deferral program for single family residences.</p> <p>The 2017 Community Housing Plan (CHP) recommended improvements to the Impact Fee Deferral program which the Board adopted via Ordinance 2018-28 on February 27, 2018.</p>	<p><u>Current incentive status</u></p> <p>(1) Ordinance 2018-28 was adopted 2/27/18 to clarify and strengthen the Impact Fee Deferral program.</p> <p>Future opportunities:</p> <p>(1) Explore options to retain existing AH units by renewing or extending existing incentives, or creating new incentives, in exchange for the AH unit remaining affordable under the requirements and obligations of AH agreements.</p> <p>(2) Consider an impact fee reduction based on affordable housing proximity to activity centers/Strategic Opportunity Sites; or as part of a mixed income/mixed use development.</p> <p>(3) Consider increasing the length of the deferral (currently 10 years) to maintain affordability of units for a longer period.</p>
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3	<p>Density Flexibility – The allowance of flexibility in densities for affordable housing</p>	<p>The developer may request increased density when including affordable housing in the proposed development via the Affordable Housing Density Bonus Program, codified by Ordinance No. 04-41, as Land Development Code (LDC) 2.06.00 et seq, which density bonus can only be granted by the Commission and utilized by the Developer in accordance with the strict limitations and applicability of said provisions.</p>	<p><u>Current incentive status</u></p> <p>(1) County staff have prepared Growth Management Plan and Land Development Code changes to increase the affordable housing density bonus to allow up to 12 additional units to the base density for a max of 16 du/acre.</p>
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		<p>During the development of the 2017 Community Housing Plan, AHAC and the Stakeholders Committee reviewed the existing program and recommended increasing the maximum allowed density bonus. The Board of County Commissioners agreed to the proposed changes on February 27, 2018.</p>	<p>(2) Changes to the Growth Management Plan were approved by the BCC on 7/10/18 and transmitted to the State DEO in July 2018.</p> <p>(3) Adoption & Implementation hearings to the Land Development Code will occur in late 2018 and early 2019.</p>
4	<p>Parking and Setbacks – The reduction of parking and setback requirements for affordable housing</p>	<p>The county has several procedures in place whereby developers may request reduction of parking and setback requirements for all uses, including affordable housing.</p> <p>In the case of redevelopment projects, deviations are allowed when applied through the site development plan (SDP) review. For projects that use a rezone process such as a Planned Unit Development (PUD), deviations are allowed as part of that process.</p> <p>Parking, setbacks and other cost-saving infrastructure changes were reviewed during the development and adoption of the Community Housing Plan in 2016-2017.</p>	<p><u>Current incentive status</u></p> <p>(1) The Community Housing Plan (CHP) recommended that the "...County continue to explore and refine the list of regulatory relief items and present a full list to the Board for approval through the applicable LDC or GMP amendment cycles."</p> <p>(2) Recommendations to provide regulatory relief, based upon Phase 3 of the Community Housing Plan implementation, were provided to the County Commission on October 9, 2018.</p>
5	<p>Flexible Lot Configurations – The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing</p>	<p>Zero lot configuration allowed as use in PUD's and as Conditional Use elsewhere per 4.02.04 of the LDC under cluster housing.</p> <p>In preparing the 2017 Community Housing Plan, it was recommended that the County consider amending the LDC to adopt some elements of "smart code" after the completion of the four geographic re-study areas.</p>	<p><u>Current incentive status</u></p> <p>(1) The County Re-Study of four distinct geographic areas is still under way. Future flexibility may be provided as recommendations make their way through the Growth Management Plan (GMP) and Land Development Code (LDC) amendment process in 2019.</p>
6	<p>Street Requirements – The modification of street requirements for affordable housing</p>	<p>Street requirements for affordable housing are considered as deviations in the PUD approval process and variances in the conventional zoning process, on a case by case basis.</p> <p>Cross-section widths can be modified by the County Engineer administratively per 6.06.01.N of the LDC.</p> <p>As discussed in the Community Housing Plan (CHP) process in 2016-2017, street requirements could be addressed with Parking, Setback and Flexible Lot Configuration review and possible "Smart Code" future amendments to the LDC or GMP.</p>	<p><u>Current incentive status</u></p> <p>(1) The Community Housing Plan recommended that the "...County continue to explore and refine the list of regulatory relief items and present a full list to the Board for approval through the applicable LDC or GMP amendment cycles."</p> <p>(2) Regulatory relief recommendations, as part of Phase 3 of the CHP, were presented to the BCC on October 9, 2018.</p>
7	<p>Ongoing Oversight – The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing</p>	<p>An ongoing process for review of local policies, ordinances, regulations and plan provisions that increase the cost of housing prior to their adoption is in place. Collier County requires all items which have the potential to increase the cost of housing to be prepared and presented to the Collier County Board of County Commissioners with the amount of the increase or decrease mentioned in the executive summary under fiscal impact. The County regularly utilizes the existing entities and processes undertaken by the AHAC, the Planning Commission, and the Development Services</p>	<p><u>Current incentive status</u></p> <p>(1) On a case by case basis add a Fiscal Impact to Affordable Housing section to specifically discuss impact of cost on housing affordability.</p>

		Advisory Committee to review and examine impacts on the cost of housing.	
8	Land Bank Inventory – The preparation of a printed inventory of locally owned public lands suitable for affordable housing	<p>Florida Statute 125.379, Disposition of County property for affordable housing, requires the preparation of a printed inventory of locally owned public lands suitable for affordable housing. Collier County has completed this process and maintains a list of locally owned properties.</p> <p>Resolution 2007-172 and Resolution 2010-123 directs the use of surplus land and directs those funds derived from the sale of such property be placed in the Affordable Housing Trust Fund.</p> <p>In 2018, two parcels of County owned property were included in a Request for Information (RFI) for the development of housing that is affordable. This process has continued with independent review by a local firm, formation of a joint subcommittee, and future Board direction anticipated in late 2018 and early 2019.</p> <p>In addition, five (5) other county-owned parcels were advertised for invitation for sealed bids for affordable housing development. The results will be presented to the County Commission later in 2018.</p>	<p><u>Current incentive status</u></p> <p>(1) Based upon a Community Housing Plan recommendation, the BCC has directed staff to proceed with establishing a community land trust (CLT).</p> <p>(2) On February 27, 2018, the BCC adopted Resolution 2018-39 to consider co-location of affordable housing with future county public facility land acquisition efforts.</p> <p>Future Opportunities:</p> <p>(1) Encourage other public entities such as the school district, the City of Naples and the City of Marco Island, and area Fire Districts, to look at their available land for co-location of affordable housing</p> <p>(2) Utilize funds in the affordable housing trust fund to consider purchasing land suitable for affordable housing.</p> <p>(3) Encourage collaborative partnerships among nonprofit and for-profit businesses interested in addressing housing affordability.</p> <p>(4) Continue initiatives on the two County owned parcels (Bembridge & Manatee).</p>
9	Proximity – The support of development near transportation hubs and major employment centers and mixed-use developments (activity centers, density bands and strategic opportunity sites)	<p>The County currently addresses this incentive through additional density offered in designated density bands and activity centers. It is noted that while this opportunity exists, the development community has not taken advantage of the density for affordable housing.</p> <p>This topic was also reviewed during the 2016-2017 Community Housing Plan process. Specific suggestions from the Stakeholders and AHAC included “Strategic Opportunity Sites”, higher densities in Activity Centers & Strategic Opportunity Sites, and integration of bus routes with affordable housing locations, amongst others.</p>	<p><u>Current Incentive Status</u></p> <p>(1) The concepts of Strategic Opportunity Sites, increased density in Activity Centers and Strategic Opportunity Sites, conversion of commercial to residential, increased density in Community Redevelopment Agency acres, linking transportation and affordable housing, and other concepts remain under discussion with the Board of County Commissioners.</p>
10	Reservation of Infrastructure – The reservation of infrastructure capacity for housing for very-low income persons, low income persons, and moderate-income persons	Not a current incentive as presently there is no policy or need to reserve infrastructure for future development in Collier County.	Incentive is not proposed for adoption.
11	Accessory Dwelling Units (ADUs) - The allowance of affordable accessory residential units in residential zoning districts	Not a current incentive. The use of these units, sometimes referred to as mother-in-law suites, granny flats or ADUs, is addressed in the County code under the term “guest cottage”.	<p>Maintain current guest house code.</p> <p>Future opportunities:</p> <p>(1) A development known as Rural Lands West is proposing a pilot program for ADUs.</p> <p>(2) At a later date, research the Palm Beach County pilot program for “cottage homes” and City of Rockledge cottage home regulations and present findings to AHAC.</p>

The Collier County Board of County Commissioners invited the Urban Land Institute (ULI) to come to Collier County in early 2017 to assist in the development of a community-wide approach to address the housing affordability challenges. The Urban Land Institute Advisory Services Panel spent a week in Collier County to study housing affordability and provide recommendations. The final ULI Panel Report included 35 specific recommendations to assist in addressing the housing affordability challenges. The Collier County Board of County Commissioners provided direction to staff to explore 27 of the 35 recommendations.

The outcome of the work by the Stakeholders Committee, Affordable Housing Advisory Committee, and staff was the acceptance of the Collier County Community Housing Plan - October 25, 2017. The Community Housing Plan (CHP) includes a multitude of recommendations that have been brought back to the BCC and the community for direction in three phases – February 27, 2018, April 24, 2018 and October 9, 2018.

The Community Housing Plan, the SHIP LHAP and the HUD 5-Year Consolidated Plan will continue to guide Collier County’s efforts to address housing affordability in the coming years.

The Community Housing Plan – October 25, 2017 is attached as an exhibit to the 2018 SHIP Triennial Report.

POTENTIAL AHAC MEETING SCHEDULE CHANGES

DATE	MAJOR ITEMS	DEADLINES/NEXT STEP
October 4, 2021	Review Draft annual Incentive Report – SHIP/FHFC	
November 1, 2021	Finalize/approve Incentive Report for BCC	BCC adopt December 14 th Submit FHFC Dec. 20 th
January 3 or 10, 2022		
March 7, 2022	Review Draft of new 3-Year SHIP LHAP	BCC adopts SHIP LHAP April 2022 Submit FHFC end of April
May 2, 2022	Review Draft of HUD Annual Action Plan and proposed projects	BCC adopts Annual Action Plan in June Submit to HUD in July 2022
July 11, 2022		
September 12, 2022		
October 3, 2022	Draft Annual Incentive Report for FHFC/SHIP	
November 7, 2022	Finalize/approve Incentive Report for BCC	BCC adopt December 13 th Submit FHFC Dec. 19, 2022

Board of County Commissioners
3299 East Tamiami Trail, Suite 800
Naples, FL 34112
(239) 252-8400

Application for Advisory Committees/Boards

Name: Jessica Brinkert Home Phone: 941-228-4660

Home Address: 13635 Manchester Lane Zip Code: 34109

Business Phone: 239-213-7554 E-mail address: Jbrinkert@mooringsparkgo.org

Board or Committee Applied for: Affordable Housing Advisory Committee

Category (if applicable): _____

Example: Commission District, Developer, environmentalist, lay person, etc.

How long have you lived in Collier County: 10-15 years

How many months out of the year do you reside in Collier County: year-round

Have you ever been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? Yes _____ No NO If yes, explain:

Place of Employment: Moorings Park at Grey Oaks

Do you or your employer do business with the County? Yes _____ No NO If yes, explain: _____

Would you and/or any organizations with which you are affiliated benefit from decisions or recommendations made by this advisory board? Yes YES No _____ If yes, explain: Moorings Park has been actively involved in not only strategic thinking but also through philanthropy in trying to help solve the affordable housing crisis we currently face. It would directly impact our/my staff, impacting us as an organization.

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Are you a registered voter in Collier County? Yes YES No _____

Do you currently hold public office? Yes _____ No NO If so, what is that office? _____



**Jessica Brinkert, Administrator
Moorings Park at Grey Oaks**

Jessica Brinkert, Administrator, is an elder care professional at Moorings Park at Grey Oaks, a luxury life plan community located in the heart of Naples. A full charge administrator, Jessica is responsible for day-to-day operations at the 50-bed assisted living and memory care facility, dedicated to providing high quality, person-centered care for older adults. Resident care, nursing, physical plant and regulation compliance all fall within her purview.

Ms. Brinkert is a graduate of Florida Gulf Coast University, where she earned a B.A. in communication and a Master's degree in public administration. She holds a Graduate Certificate from the University of Florida in geriatric care management. A certified Memory Trainer through the University of California, Jessica is also a Master Trainer in the Best Friends Approach, which redefines how we can enhance the lives of individuals living with Alzheimer's and dementia. She agrees with Andy Rooney, the American television personality who famously said, "the best classroom in the world is at the feet of an elderly person." She has received her most valuable and impactful life and work lessons from the residents she serves.

Jessica is currently serving a two-year term as a volunteer member of the School Advisory Council for Osceola Elementary School. The council assists with preparation, evaluation and implementation of the School Improvement Plan (SIP), as well as the annual school budget.

Happily married for nine years, Jessica and husband Jeff are blessed with two beautiful children, Jenna (6) and Luke (4). Originally from Longboat Key, Jessica is a true Florida native and enjoys spending time walking the beach, boating and practicing yoga.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 3/15/2021 2:49:19 AM.

Name: Dale Dear Home Phone:

Home Address: 3319 Tamiami Trl East

City: Naples Zip Code: 34112

Phone Numbers

Business: 239-285-8299

E-Mail Address: Dale.dear@yahoo.com

Board or Committee: Affordable Housing Advisory Committee

Category: Not indicated

Place of Employment: Collier County Sheriff's Office

How long have you lived in Collier County: 10-15

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? Yes

Sheriffs Office

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Sgt with CCSO ALC '15 (formally GAIN)

Education:

BA from FGCU MPA from Barry University - Exp Grad: April 2021

Experience / Background

Born and raised in Florida, moved to Naples in 2007 to pursue a career in law enforcement with CCSO. Graduated from FGCU with a BA in Business Administration and minored in Spanish. I am enrolled in my final Master of Public Administration course at Barry University with an expected graduation date of April 2021. I've served the last 8 years as a Sergeant with the Collier County Sheriff Office and have been employed with them for over 14 years. I joined the Leadership Collier group as a GAIN member back in 2015 and have enjoyed being able to serve. What I believe makes me relevant for this committee is simply my experience in having to search for affordable housing when I was new to the area and to my employment. When I was an entry level employee, finding affordable housing in this great community was very difficult. Many have said it is great to work here, but impossible to live here. I would like to do my part in trying to find an equitable solution to this issue.

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: March 15, 2021

APPLICANT:

Sgt. Dale Dear
c/o Collier County Sheriff's Office
3319 Tamiami Trail E.
Naples, FL 34112

APPLYING FOR: Affordable Housing Advisory Committee

We have two vacancies on the above referenced advisory committee. The vacancies were advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE:

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 3

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

An application is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 2/4/2021 12:09:04 PM.

Name: John Stuart Edwards **Home Phone:** 7038676112

Home Address: 8598 PALERMO COURT

City: Naples **Zip Code:** 34114

Phone Numbers

Business: 7038676112

E-Mail Address: imieguy@gmail.com

Board or Committee: Affordable Housing Advisory Committee

Category: Citizen

Place of Employment: Capitol Hellway Media Company LLC

How long have you lived in Collier County: 3-4

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

City of Belton, Missouri Planning Commissioner and Chair of Economic Development Committee

Education:

BS- Business Admin - Hawaii Pacific University MPA - Urban Planning & Economic Development -
University of Missouri

Experience / Background

I am a retired software engineer/architect and government executive in Washington, D.C. We moved to Naples in the summer of 2017, full time. I am now an author/writer and my wife is a Pet Artist. We own a small media company. My bio, LinkedIn Profile, Company website and social media accounts can be found on the menu at this website for your consideration: <https://johnstuartedwards.com/> I believe in transparency and if selected for this position I will carry out my duties in a professional manner, taking care to improve our community. Thank you for your consideration.

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: February 4, 2021

APPLICANT: John Stuart Edwards
8598 Palermo Court
Naples, FL 34114

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Attn: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 1

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

The application submitted by Mr. Edwards is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 3/3/2021 1:08:11 PM.

Name: Jonathan Foerster **Home Phone:** 2392536983

Home Address: 2811 Aintree Ln. #E102

City: Naples **Zip Code:** 34112

Phone Numbers

Business:

E-Mail Address: jonfoerster@gmail.com

Board or Committee: Affordable Housing Advisory Committee

Category: Not indicated

Place of Employment: Humane Society Naples

How long have you lived in Collier County: more than 15

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? Yes

Humane Society Naples partners with Collier Domestic Animal Services to provide certain medical services and our executive director sits on the DAS advisory board.

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Previous Board Member of United Arts Council of Collier County. Current or former volunteer for numerous organizations including: Habitat for Humanity, Grace Place for Children and Families, Big Brothers Big Sisters of the Gulf Coast, Naples Art Association. Board member of Steeplechase (King's Lake) Homeowner's Association.

Education:

Bachelor's of Journalism, Missouri School of Journalism in 2003

Experience / Background

From 2003-2011, I was reporter and editor for the Naples Daily News covering a variety of topics including growth and development, the arts, food and health care. From 2011-2014, I was executive editor of Gulfshore Life magazine. From 2014-2018, I was communications director for Artis-Naples. Since 2018, I have been director of community affairs for Humane Society Naples, where I oversee the fundraising, marketing, volunteer and outreach functions of the organization. I think I would make a good member of this advisory committee because I am passionate about removing the barriers of affordable housing for the frontline workforce in our community. I also have worked in or covered a variety of industries for which housing affordability creates obstacles to success. As a former journalist, I have the ability to quickly digest new information and ask the right questions to get answers. And as someone who works in a field with many lower-income workers, I know the struggle they can have in finding affordable housing options close to their job. I have the added plus of understanding how the lack of affordable housing impacts the animals of Southwest Florida, often in a negative way.

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: March 3, 2021

APPLICANT:

Jonathan Foerster
2811 Aintree Ln. #E102
Naples, FL 34112

APPLYING FOR: Affordable Housing Advisory Committee

We have two vacancies on the above referenced advisory committee. The vacancies were advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 1

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

An application is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 7/23/2021 2:09:03 PM.

Name: Jan K. Guben **Home Phone:** 239-434-7078

Home Address: 4415 Dover Court No. 502

City: Naples **Zip Code:** 34105

Phone Numbers

Business:

E-Mail Address: ianguben@gmail.com

Board or Committee: Affordable Housing Advisory Committee

Category: Not indicated

Place of Employment: Retired Partner in Venable, LLP, a national law firm

How long have you lived in Collier County: 5-10

How many months out of the year do you reside in Collier County: 6-9

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Greater Naples Leadership Master Class XXIII; Board Member of Naples Council on World Affairs Chair of the NCWA School Outreach Committee; Leader Geat Decisions Discussion Group; Co-creator of Grace Place Speakers Program; Kensington Kids Day (with Sheriff Rambosk and local kids);

Education:

Tusculum College BA 1964 University of Baltimore Law School JD 1967

Experience / Background

Pracicing Attorney for 48 years with particular emphasis in real estate. My practice consisted of the representation of real estate developers, local and national including multi-family residential developers and owners. I also served for many years as a trustee of a trust that owned and operated approximately 775 apartment units in the Baltimore-Washington DC area until March 2020 when all of those apartment units were sold. We are now in the process of liquidating the trust. I was also one of the founders and original board members of the Johns Hopkins University Real Estate School. In 1992, I was elected to membership in the American College of Real Estate Lawyers and was a regular speaker at their programs. I was also a regular speaker on real estate matters at programs created and operated by Practicing Law Institute (PLI) Maryland Insitute for Continuing Legal Education for Lawyers (MICPEL), and the Johns Hopkins University Real Estate School.

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: July 26, 2021

APPLICANT:

Jan K. Guben
4415 Dover Court No. 502
Naples, FL 34105

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 4

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

An application is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Board of County Commissioners
3299 East Tamiami Trail, Suite 800
Naples, FL 34112
(239) 252-8400

Application for Advisory Committees/Boards

Name: Jacqualene Keay Home Phone: 239-298-0395

Home Address: 4595 22nd NE Zip Code: 34120

Business Phone: _____ E-mail address: jacqualene.keay@gmail.com

Board or Committee Applied for: Affordable Housing Advisory Committee

Category (if applicable): _____

Example: Commission District, Developer, environmentalist, lay person, etc.

How long have you lived in Collier County: 15 yrs

How many months out of the year do you reside in Collier County: year round

Have you ever been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? Yes _____ No If yes, explain: _____

Place of Employment: Seeking community-based opportunities

Do you or your employer do business with the County? Yes _____ No If yes, explain: _____

Would you and/or any organizations with which you are affiliated benefit from decisions or recommendations made by this advisory board? Yes _____ No If yes, explain: _____

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Are you a registered voter in Collier County: Yes No _____

Do you currently hold public office? Yes _____ No If so, what is that office? _____

Please list your community activities and positions held:

I have limited my activities due to the pandemic. I have provided the list of organizations and activities I have participated in over the years:

Member - Republican Women – Federated, Financial Planning Association, Friends of Opera Naples, Naples Ski Club & Wine Tasters of Naples

Volunteer – TheatreZone, Champions for Learning, Habitat for Humanity, The United Way, The Friendship House, Empty Bowls Naples, The Health Care Network, Naples Church, Night to Shine

Committee Member – Red Gala – Path2Freedom

Education:

BA – Psychology

MA – Psychology/Professional Counseling

Experience / Background

My name is Jacqualeene R. M. Keay and I am originally from the Bahamas. I also spent some years living in the Turks & Caicos Islands. My life and experiences are unique in that I can relate to and connect with people of various cultures, educational levels, and socioeconomic statuses. I have learned not to judge or discriminate against others, because of my exposure to diverse people and cultures over the years. I would like to share a little bit about my upbringing and elaborate on what fuels my determination to use my life as a platform to make a positive difference in this world.

Even as a young child, one develops a sense of shame for being poor, especially when you have to dig through the garbage landfill in search of food. Remaining in the Islands meant I would have been doomed to live a life of misery. Thankfully, we immigrated to Naples when I was 8 years old. Immigrating to America afforded me opportunities, possibilities and hope for my future. I grew up in Naples and left for the Army upon graduation from Lely High School. I need to convey that although I have lived below the poverty line most of my life, I never accepted the poverty ideology. Somehow, I often heard a voice inside of me telling me I could and would achieve great things, even though people were telling me I would never amount to anything. Although going to church was a Sunday tradition, it was one of the few places where I felt safe, loved and accepted. My relationship with Christ and faith are the very keys to my survival and success in life.

I have been the recipient of various social, economic and mental health services provided by the community and I feel a duty to give back to the country that helped me to become the person I am today. Over the years, I have volunteered tirelessly in every community I have lived. For me, volunteering is a part of my DNA and identity. Enlisting in the Army was my gateway out of poverty. Through the military, I earned my Masters in Professional Counseling, traveled extensively around the world and am fluent in German and can greet people in over 12 languages.

I moved back to Naples almost five years ago and I have consistently volunteered in the community. Previously, I was a homemaker for over 22 years. I was employed at FineMark National Bank & Trust until 18 Dec. I am currently seeking employment with a community-base agency. Before FineMark, I worked at Mason Classical Academy as a Co-Teacher/Administrative Assistant. Furthermore, I am taking classes with the American College of Financial Services to earn my certification in Financial Planning. As a recently divorced single parent, I am also raising my daughter, Dezi, who will be graduating high school next year. I received numerous awards in Academia for my leadership acumen; here is an abbreviated list of some of my accomplishments: AHAINA Women of Excellence Finalist; National Dean's List; Distinguished Psychology Student; Leadership Honors, The Dean of Students and Who's Who Among Students. I initiated numerous collaborative efforts between the German and military communities over the years. I have received several ribbons, medals, and badges for exemplary military service, as well as numerous Certificates of Achievement for volunteering.

I am presently laying the foundation for my political career. I am actively involved in political groups and I am learning more about the political landscape at a local and state level. I have rolled up me sleeves and am getting to work.

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: February 3, 2021

APPLICANT: Jacqualene Keay
4595 22nd NE
Naples, FL 34120

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Attn: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 5

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

The application submitted by Ms. Keay is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 6/12/2021 10:32:16 AM.

Name: Laura J H Kerckhoff **Home Phone:** 7243216064

Home Address: 442 18th Ave South

City: Naples **Zip Code:** 34102

Phone Numbers

Business: 2395977218

E-Mail Address: laurahk@kerckhoffstone.com

Board or Committee: Affordable Housing Advisory Committee

Category: Employer

Place of Employment: DC Kerckhoff Co

How long have you lived in Collier County: 10-15

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? Yes

Yes. I am one of the owners of DC Kerckhoff Company. We employ over 25 folks in our Manufacturing plant here.

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Past Board Member of the Greater Naples Better Government Committee; Past Board Member of the Aqualane Shores Association; Current Member of the Rotary Club of Naples, Past Officer of the Collier County DEC.

Education:

BA Philosophy, University of Pittsburgh. Graduate of the Katz School of Business at the University of Pittsburgh.

Experience / Background

Worked for 25 years for a Precast Concrete Manufacturing plant in Pittsburgh. Worked as Vice President for the last 10 years at DC Kerckhoff Co in Naples. Businesses such as ours paying \$15.00 to \$30.00 per hours struggle to attract workers as they have a hard time finding affordable housing in Collier County.

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: June 14, 2021

APPLICANT:

Laura J.H. Kerckhoff
442 18th Ave. South
Naples, FL 34102

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 4

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

An application is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 2/2/2021 6:22:09 PM.

Name: M. Douglas Kraft Home Phone: 727-608-9691

Home Address: 1826 Kings lake Blvd 102

City: Naples Zip Code: 34112

Phone Numbers

Business:

E-Mail Address: dougkraft6000@gmail.com

Board or Committee: Affordable Housing Advisory Committee

Category: Not indicated

Place of Employment: Vitas

How long have you lived in Collier County: 1-2

How many months out of the year do you reside in Collier County: 9-12

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Hamptons Board

Education:

BA University of Colorado MA Illiff school of theology

Experience / Background

Interested party wherever i live.

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: February 3, 2021

APPLICANT: M. Douglas Kraft
1826 Kings Lake Blvd. #102
Naples, FL 34112

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Attn: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 1

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

The application submitted by Mr. Kraft is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 2/4/2021 5:26:38 PM.

Name: Mary Lane **Home Phone:** 3362024869

Home Address: 2234 Royal Lane

City: Naples **Zip Code:** 34112

Phone Numbers

Business:

E-Mail Address: lanedesign2@gmail.com

Board or Committee: Affordable Housing Advisory Committee

Category: District 1

Place of Employment: None

How long have you lived in Collier County: 5-10

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Volunteer, Fund Applications, United Way of Collier County Volunteer and mentor Guadalupe Center, Naples, FL Member Naples Orchid Society, show committee English as another Language, Instructor, Literacy Volunteers of Collier County

Education:

BA Rosemont College, Rosemont, PA MS Simmons College Graduate School of Library and Information Science Boston, MA

Experience / Background

Library Director Canton Public Library, Canton, MA Library Director and Curator of Special Collections, Wentworth Institute of Technology Boston, MA Instructor, ESOL, Guilford Technical Community College, Greensboro, NC Library Director, Carolina Christian College, Winston Salem, NC Library Director, Lorillard Tobacco Company, Greensboro, NC Library Director, Guilford Technical Community College, Greensboro, NC

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: February 5, 2021

APPLICANT: Mary Lane
2234 Royal Lane
Naples, FL 34112

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Attn: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 1

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

The application submitted by Ms. Lane is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 2/6/2021 1:48:45 PM.

Name: Kathy Lynn Macalone **Home Phone:** 9785023500

Home Address: 8062 Signature Club Cir Unit 101

City: Naples **Zip Code:** 34113

Phone Numbers

Business:

E-Mail Address: klmacalone@gmail.com

Board or Committee: Affordable Housing Advisory Committee

Category: Not indicated

Place of Employment: William Raveis Real Estate

How long have you lived in Collier County: 3-4

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Donna Fiala's Kitchen Kabinet; would like to get involved in our home county.

Education:

BS in Elementary Ed with minor on math; paralegal certificate

Experience / Background

Licensed real estate agent since 1988; began my own company in 1993, Justice of the Peace for MA since 1981; currently Notary Public for FL

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: February 8, 2021

APPLICANT: Kathy Lynn Macalone
8062 Signature Club Circle, Unit 101
Naples, FL 34113

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Attn: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 1

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

The application submitted by Ms. Macalone is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 2/17/2021 9:33:02 AM.

Name: Janet Fisher Miller **Home Phone:** 8475025656

Home Address: 334 Pirates Bight

City: Naples **Zip Code:** 34103

Phone Numbers

Business:

E-Mail Address: janetfishermiller@gmail.com

Board or Committee: Affordable Housing Advisory Committee

Category: Non Profit Member

Place of Employment: At home Mom

How long have you lived in Collier County: 4-5

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? Yes

* Possibly. I am a board member for Habitat for Humanity of Collier County. In this role I have developed an understanding of affordable housing needs in this county. I would hope to serve on this advisory panel to be an advocate, to learn more, and to provide relevant insight toward improving affordable housing for all of Collier, not just as it pertains to my organization.

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Director, Habitat for Humanity of Collier County Board member, Park Shore Fund Volunteer, Community School of Naples

Education:

BA - Political Science - UCLA - 1988 MS - City Planning and Real Estate - MIT - 1992

Experience / Background

Over the course of my career, I have worked in local government, banking and commercial real estate. My focus in graduate school was affordable housing and I am still passionate about that issue. After college I worked as a legislative analyst for the City of Los Angeles focusing on housing and redevelopment. Following graduate school I worked for Wells Fargo Bank as a lender to affordable housing projects. I also spent time in the private sector working for The Macerich Company - a retail Real Estate Investment Trust. Currently I am not working outside the home but in addition to mom duties, I am an active volunteer in the community.

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: February 17, 2021

APPLICANT: Janet Fisher Miller
334 Pirates Bight
Naples, FL 34103

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Attn: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 4

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

An application is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 2/12/2021 5:20:18 PM.

Name: Josette M Petersen **Home Phone:** 402-430-8258

Home Address: 6526 Roma Way

City: Naples **Zip Code:** 34113

Phone Numbers

Business:

E-Mail Address: idalton7101@gmail.com

Board or Committee: Affordable Housing Advisory Committee

Category: Not indicated

Place of Employment:

How long have you lived in Collier County: 4-5

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Education:

Experience / Background

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: February 16, 2021

APPLICANT: Josette M. Petersen
6526 Roma Way
Naples, FL 34113

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Attn: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 1

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

An application is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 2/5/2021 9:02:49 AM.

Name: Harry Precheur **Home Phone:** 239-821-6718

Home Address: 9102 Cascada Way unit 101

City: Naples **Zip Code:** 34114

Phone Numbers

Business:

E-Mail Address: Hprecheur@ymail.com

Board or Committee: Affordable Housing Advisory Committee

Category: Not indicated

Place of Employment: Retired

How long have you lived in Collier County:

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Education:

St Peters College - BS New Jersey University of Medicine and Dentistry (Rutgers) - DMD Columbia
University at Harlem Hospital

Experience / Background

Chairman of the Department of Oral and Maxillofacial Surgery, University of Mississippi Medical Center
Residency Program Director

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: February 5, 2021

APPLICANT: Harry Precheur
9102 Cascada Way, Unit 101
Naples, FL 34114

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Attn: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 1

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

The application submitted by Dr. Precheur is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 2/1/2021 8:16:16 PM.

Name: Mike randall **Home Phone:** 239-227-9696

Home Address: 125 big springs drive

City: Naples **Zip Code:** 34113

Phone Numbers

Business:

E-Mail Address: Mrandall@thefallenofficers.com

Board or Committee: Affordable Housing Advisory Committee

Category: Not indicated

Place of Employment: The fallen officers

How long have you lived in Collier County: 5-10

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Education:

Experience / Background

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: February 2, 2021

APPLICANT: Mike Randall
125 Big Springs Drive
Naples, FL 34113

APPLYING FOR: Affordable Housing Advisory Committee

We have a vacancy on the above referenced advisory committee. The vacancy was advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Attn: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 1

TO STAFF LIAISON: Attn: Hilary Halford

cc: Barbetta Hutchinson

The application submitted by Mr. Randall is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 8/28/2021 12:14:10 PM.

Name: Stephen Teaford **Home Phone:** 239-595-7565

Home Address: 1323 Spyglass Ln

City: Naples **Zip Code:** 34102

Phone Numbers

Business:

E-Mail Address: Teafords@aol.com

Board or Committee: Affordable Housing Advisory Committee

Category: Not indicated

Place of Employment: Retired

How long have you lived in Collier County: more than 15

How many months out of the year do you reside in Collier County: 6-9

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Previously: board chair of Immokalee Housing and Family services; Board of Ronald McDonald
Caremobile; board chair of affordable housing non-profit in Philadelphia; and board of Greater Naples
Leadership. Currently on board of Port Royal Club.

Education:

Harvard College; Yale Law School

Experience / Background

Have worked on boards of affordable housing non-profits for many years

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: August 30, 2021

APPLICANT:

Stephen Teaford
1323 Spyglass Lane
Naples, FL 34102

APPLYING FOR: Affordable Housing Advisory Committee

We have vacancies on the above referenced advisory committee. The vacancies were advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 4

TO STAFF LIAISON: Attn: Jacob LaRow

cc: Barbetta Hutchinson; Hilary Halford

An application is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Board of County Commissioners
3299 East Tamiami Trail, Suite 800
Naples, FL 34112
(239) 252-8400

Application for Advisory Committees/Boards

Name: David A. Turrubiardez Jr. ^{cell} Home Phone: 239-988-4505

Home Address: 1014 Warden Lane Immokalee, FL Zip Code: 34142

Business Phone: 239-318-5548 E-mail address: dturrubiardez1@gmail.com

Board or Committee Applied for: Affordable Housing Advisory Committee

Category (if applicable): _____
Example: Commission District, Developer, environmentalist, lay person, etc.

How long have you lived in Collier County: 15+ years

How many months out of the year do you reside in Collier County: 12

Have you ever been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? Yes _____ No If yes, explain: _____

Place of Employment: United Rentals Inc.

Do you or your employer do business with the County? Yes No _____ If yes, explain: The county rents/buys construction equipment from United Rentals.

Would you and/or any organizations with which you are affiliated benefit from decisions or recommendations made by this advisory board? Yes _____ No If yes, explain: _____

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Are you a registered voter in Collier County? Yes No _____

Do you currently hold public office? Yes _____ No If so, what is that office? _____

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 9/1/2021 5:28:34 PM.

Name: Melissa Phillips **Home Phone:** 239-537-8355

Home Address: 4001 Treasure Cove Circle

City: Naples **Zip Code:** 34114

Phone Numbers

Business:

E-Mail Address: maw34145@yahoo.com

Board or Committee: Affordable Housing Advisory Committee

Category: Citizen At-Large

Place of Employment: The Immokalee Foundation

How long have you lived in Collier County: more than 15

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? No

Not Indicated

Please list your community activities and positions held:

Education:

Experience / Background

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: September 2, 2021

APPLICANT:

Melissa Phillips
4001 Treasure Cove Circle
Naples, FL 34114

APPLYING FOR: Affordable Housing Advisory Committee

We have vacancies on the above referenced advisory committee. The vacancies were advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Shavontae Dominique

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 1

TO STAFF LIAISON: Attn: Jacob LaRow

cc: Barbetta Hutchinson; Hilary Halford

An application is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

**ADVISORY COMMITTEE APPLICANT
ROUTING MEMORANDUM**

FROM: Wanda Rodriguez, Office of the County Attorney

DATE: September 7, 2021

APPLICANT:

Gary Hains
2777 12th St. N.
Naples, FL 34103

APPLYING FOR: Affordable Housing Advisory Committee

We have vacancies on the above referenced advisory committee. The vacancies were advertised and persons interested in serving on this committee were asked to submit an application for consideration.

TO ELECTIONS OFFICE: Lauren Ellis

Please confirm if the above applicant is a registered voter in Collier County, and in what commissioner district the applicant resides.

Registered Voter: Yes

Commission District: 4

TO STAFF LIAISON: Attn: Jacob LaRow

cc: Barbetta Hutchinson; Hilary Halford

An application is attached for your review. Please let me know, in writing, the recommendation for appointment to the advisory committee. In accordance with Resolution No. 2006-83, **your recommendation must be provided within 41 days of the above date.** Your recommendation memo should include:

- _____ The names of all applicants considered for the vacancy or vacancies.
 - _____ The committee's recommendation for appointment or non-appointment.
 - _____ The category or area of qualification the applicant is to be appointed in.
 - _____ If the applicant is a reappointment, please include attendance records for the past two years.
-

TO ADVISORY BOARD COORDINATOR: Attn: Wanda Rodriguez

- _____ This applicant is **not** recommended for appointment. –OR–
- _____ This applicant **is** recommended for appointment. A recommendation memo is attached, please prepare an agenda item for the next available BCC agenda.

If you have any questions, please call me at 252-8123. Thank you for your attention to this matter.

Advisory Board Application Form

Collier County Government
3299 Tamiami Trail East, Suite 800
Naples, FL 34112
(239) 252-8400

Application was received on: 9/7/2021 1:33:24 PM.

Name: Gary Hains **Home Phone:** 239-821-8815

Home Address: 2777 12th St N

City: Naples **Zip Code:** 34103

Phone Numbers

Business: 239-821-8815

E-Mail Address: gary@FL-Star.com

Board or Committee: Affordable Housing Advisory Committee

Category: Labor engaged in home building

Place of Employment: FL Star Construction, LLC

How long have you lived in Collier County: more than 15

How many months out of the year do you reside in Collier County: I am a year-round resident

Have you been convicted or found guilty of a criminal offense (any level felony or first degree misdemeanor only)? No

Not Indicated

Do you or your employer do business with the County? No

Not Indicated

NOTE: All advisory board members must update their profile and notify the Board of County Commissioners in the event that their relationship changes relating to memberships of organizations that may benefit them in the outcome of advisory board recommendations or they enter into contracts with the County.

Would you and/or any organizations with which you are affiliated benefit from decisions or

recommendations made by this advisory board? No

Not Indicated

Are you a registered voter in Collier County? Yes

Do you currently hold an elected office? No

Do you now serve, or have you ever served on a Collier County board or committee? Yes

Current AHOC Board Member.

Please list your community activities and positions held:

Education:

Brown University London School of Economics

Experience / Background

Owner of FL Star Construction. Single family and multi-family apartment developer.

September 13, 2021

Commissioner Rick LoCastro
Collier County Board of County Commissioners
3301 East Tamiami Trail
Naples, Florida 34112

Dear Commissioner LoCastro:

The Manatee property has been owned by the County since 1973. In 2005 an active 'recreation focused' plan was rejected by the community to develop this park site. In 2008 a concept plan was developed with input from neighbors with a 'passive park' focus, however the plan did not move forward. In 2017, with public input, Manatee Park was placed third on the list of the "Parks Master Plan - Major Capital Project Priorities List" with an estimated cost to develop the entire 60+/- acres between \$10 and \$12 million. Currently there are no plans for funding any improvements for approximately 10 years. The land remains vacant.

At the March 13, 2018 Board of County Commissioners Meeting Agenda, Item 11.C, the Board was presented with ten (10) responses as a result of a Requests for Information (RFI) issued by Community and Human Services, at the direction of the Board, to determine interest in development of County owned land. Specifically, the Manatee Park site was being considered for the development of housing that is affordable.

In September 2018 Davidson Engineering prepared the "Affordable Housing Feasibility Report - Bembridge PUD & Manatee Road Properties". According to Davidson Engineering, there were no significant issues preventing development of the Manatee site. It should be noted that this report identified the Manatee site as a higher-ranking property for development with no zoning restrictions, an excellent location and a higher [positive] impact. However, during the November 13, 2018 BCC meeting, agenda Item 11.A, the BCC voted 4/1 to not pursue the Manatee property for development of housing that is affordable.

During the January 2021 Affordable Housing Advisory Committee (AHAC) meeting, the committee had discussions regarding potential sites appropriate for the development of housing and the Manatee site was again identified. Because of the Manatee sites outstanding attributes, and lack of park development funding for many years to come, AHAC sent a letter to Commissioner Taylor to request consideration of bringing the topic of housing that is affordable on the Manatee site back to the BCC for further discussion. A recent response from the Chairman's office indicated that as the BCC representative to AHAC, it would be more appropriate for your office to request that the Board direct staff to facilitate a collaborative meeting between the AHAC and PARAB to discuss the development potential of this site and seek recommendations from the committees for future Board consideration. The Affordable Housing Advisory Committee unanimously agrees the Manatee site should be reconsidered.

The Affordable Housing Advisory Committee appreciates your support and advocacy for the development of housing that is affordable. Thank you for your consideration of this request.

Sincerely,

Mary Waller
AHAC Chairperson

Collier County

Affordable Housing Advisory Committee (AHAC)



HOUSING TRUST FUND SUBCOMMITTEE

Human Resources Training Room

September 13, 2021 – 9:30 a.m.

AGENDA

Subcommittee Members:

Mary Waller, Chair

Litha Berger, AHAC Member

Steve Hruby, AHAC Member

Mike Prioletti, Collier County Housing Finance Authority Member

Michael Puchalla, HELP

County Staff Members:

Jacob LaRow, Housing, Operations & Grant Development Manager

Susan Golden, Senior Housing & Grants Coordinator

Barbetta Hutchinson, Operations Coordinator

1. **CALL TO ORDER & ROLL CALL**
2. **APPROVAL OF AGENDA & MINUTES**
 - a. Approval of today's agenda
 - b. Approval of July 12, 2021 meeting minutes
3. **DISCUSSION ITEMS**
 - a. Review draft revenue sources outline
 1. Status RLS from County Attorney's Office on legality in FL
 2. Assignments to gather more information from States & Counties
 - b. Surtax Citizen Oversight Committee information
 1. Next meeting September 1st at 8:30 a.m. in BCC Chambers
 2. One member attend in person
 - c. Potential partnership/discussions with Community Foundation, NABOR, CBIA, CCPS, etc
 - d. Other topics: _____
4. **PUBLIC COMMENT**
5. **NEXT MEETING: October 4, 2021, after AHAC meeting**

MINUTES OF
THE COLLIER COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
TRUST FUND SUB-COMMITTEE
July 12, 2021
10:00 A.M.
Naples, Florida

LET IT BE REMEMBERED that the Trust Fund Subcommittee of the Collier County Affordable Housing Advisory Committee met on this date at 10:30 A.M. in a *WORKING SESSION* in the Human Resources Conference Room in Naples, Florida, with the following Members present:

Present: Litha Berger
Mary Waller

Excused: Steve Hruby

Unexcused:

ALSO PRESENT: Jacob LaRow, Manger Housing & Grant Development CHS
Susan Golden, Sr. Grants Coordinator – CHS
Barbetta Hutchinson, Operations Coordinator - CHS

OTHERS PRESENT: Michael Puchala, HELP

Mary Waller called the meeting to order at 10:10 a.m.

The agenda for the meeting today and the minutes from the last meeting were approved.

There was discussion about the paper that was written last October regarding potential revenue sources.

A utility franchise fee was discussed. Mary asked staff to contact the County Attorney to find out who we should talk to regarding this issue.

Can we do something with the new sports park, like a percentage of sales or better yet, a percentage of all parks and recreation revenue? It could be pretty substantial if we could get some of the soccer teams participation fee money. Mary asked staff to find out who to talk to and develop specific questions to ask these people.

Michael Puchalla talked about a Community Investment Trust for rundown plazas. He will send information to Susan, who will send it out to the committee members. Susan will find out why the BCC rejected the original proposal.

Staff was tasked with contacting the County Attorney regarding local government's ability to increase utility franchise fees, auto tag fees, foreclosure, court fees and others.

Mary requested staff to make a list of funding sources from other places and state what the source created, such as the Miami Forever Bond funds housing, and how funds are used in other communities.

Staff was tasked with writing something to explain what the Housing Trust Fund should do and how it would be used, prioritizing seniors and veterans.

Mary asked staff to find out where the \$20M surtax is.

Staff was directed to write a request for legal services to find out if there is a conflict of interest for John Harney to participate in the sub-committee.

Litha will put in writing the difference between real estate tax, excise tax and stamp tax.

At the next meeting, the topics on the possible funding source document will be divided and everyone will take a few to write back-up information on each possibility.

Litha will speak with the Clerk regarding foreclosure fees.

Michael talked about Lee County's active bond issue with down payment assistance. This covers the 3½% down payment requirement. Litha will talk to Eileen Connelly at the Community Foundation to find out information about public and private investments. Later on we should set-up meetings with the Board of Realtors, CBIA, the Naples Chamber and the School Board.

The meeting was adjourned at 11:17 a.m.

NEXT MEETING: THE NEXT MEETING WILL BE HELD AUGUST 2, 2021, IMMEDIATELY FOLLOWING THE AHAC MEETING.

Location: Training Room located in Building B, 3303 Tamiami Trail East, Naples, Florida

**COLLIER COUNTY AFFORDABLE HOUSING ADVISORY
TRUST FUND SUB-COMMITTEE**

Mary Waller, Chairman

The foregoing Minutes were approved by Committee Chair on _____, 2021, "as submitted" **OR** "as amended" .

Circuit Civil Court (FS 28.241) Filing Fees

Upon the institution of a civil action that exceeds \$30,000 or proceedings in the circuit court, the plaintiff, when the action or proceeding is filed shall pay a fee of:

General Civil Actions	\$400.00
Add'l fee for each Defendant over 5	\$2.50
Issuance of a Summons	\$10.00
Crossclaims, counterclaims or third party complaints (other than Foreclosures)	\$395.00
Removal of Tenant Action	\$400.00
Family Court General cases (Change of Name, Adoption)	\$400.00
Other Family Court (Paternity, Child Custody, Child Support)	\$300.00
Other Family Court Counter Petition	\$295.00
Dissolution of Marriage	\$408.00
Counter Petitions for Dissolution Filed in Other Domestic Relations Cases	\$392.50
Garnishments (includes Garnishee's Attorney Fee Deposit, Registry Fee and Clerk's Fee)	\$85.00
Additional for proceedings of attachment, replevin, and distress	\$85.00
Medical Mediation 90 day extension	\$42.00
Reopening any Circuit Civil action, suit, proceeding	\$50.00
Mortgage foreclosure and real property actions - claim value \$50,000 or less	\$400.00
Mortgage foreclosure and real property actions - claim value \$50,001 but less than \$250,000	\$905.00
Mortgage foreclosure and real property actions - claim value \$250,001 or more	\$1,905.00
Foreclosure crossclaim, counterclaim, counter petition, third party complaint - claim value \$50,000 or less	\$395.00
Foreclosure crossclaim, counterclaim, counter petition, third party complaint - claim value \$50,001 to \$250,000	\$900.00
Foreclosure crossclaim, counterclaim, counter petition, third party complaint - claim value \$250,001 or more	\$1,900.00

Recording Lis Pendens

First page	\$5.00
Each Additional page	\$4.00
Indexing each name over 4	\$1.00

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Appeals Court (FS 28.241 & FS 34.041) Civil and Criminal

Notice of Appeal to the AP Banc		\$281.00
Cost of certified copy of the order on appeal. \$1.00 per page plus \$2.00 to certify		\$1.00/\$2.00
Notice of Appeal to the 2 nd DCA	Payable to 2 nd DCA	\$300.00
	Payable to the Clerk	\$100.00
Claims not more than \$15,000		
Notice of Cross Appeal	Payable to the Appellate Court	\$295.00
Notice of Joinder	Payable to the Appellate Court	\$295.00
Motion to intervene	Payable to the Appellate Court	\$295.00
Claims more than \$15,000		
Notice of Cross Appeal	Payable to the Appellate Court	\$395.00
Notice of Joinder	Payable to the Appellate Court	\$395.00
Motion to intervene	Payable to the Appellate Court	\$395.00
Administrative Appeal filed at the Circuit Court Level		\$400.00
Appeal Petition for Writ of Certiorari filed at the Circuit Court Level		\$400.00

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Miscellaneous Charges & Other Court Services (FS 45.035(1))

Holding Mortgage Foreclosure Sales		\$70.00
Disbursement of Surplus Funds		\$15.00
Notifying Surplus Trustee		\$15.00
Appointing Surplus Trustee		\$15.00

DISCUSSION ON POTENTIAL REVENUE SOURCES TO FUND THE LOCAL HOUSING TRUST FUND (HTF)

In 2016 the Board of County Commissioners appointed a Stakeholder Committee to work with Community and Human Services staff and the Affordable Housing Advisory Committee (AHAC) to develop a comprehensive Community Housing Plan to address the need for housing that is affordable for all members of the community.

In January 2017, the Urban Land Institute (ULI) was retained by the County to examine housing affordability challenges during a 5-day intensive analysis and presentation to the Board. A final published product was provided to the community in May 2017 with recommendations and an Implementation Schedule including short-term (0-3 years) medium-term (3 to 5 yrs) and long term (5 to 10 years). The ULI report and recommendations formed the starting point for the creation of the Community Housing Plan. The Board directed staff to explore 27 of the 35 ULI recommendations including reinstating a local Housing Trust Fund (HTF) and identifying dedicated funding sources. The final Community Housing Plan (CHP) was presented to and accepted by the Board in October 2017.

The BCC re-established a local Housing Trust Fund (HTF) in 2018 with the adoption of Resolution 2018-82. The Affordable Housing Advisory Committee (AHAC) established a Housing Trust Fund Subcommittee to develop guidelines and criteria for the implementation of the HTF. The HTF Subcommittee and AHAC provided recommendations to the Board on October 22, 2019. The Board adopted Resolution No.19-207 which included Collier County Housing Trust Fund Guidelines, Competitive Evaluation Criteria and an annual work plan.

Resolution 2019-207 directed the Affordable Housing Advisory Committee to identify and research a variety of potential, reoccurring funding sources for the local Housing Trust Fund and bring recommendations to the Board at a later date. At the time of the October 22, 2019 meeting there was approximately \$180,000 in funding which had come from the repayment of affordable housing density bonuses and the sale of county owned surplus property.

To assist with the development of affordable housing through land acquisition, construction loans, grants and other funding, consistent, re-occurring funding sources are needed to be placed in the HTF.

In January 2020 the HTF Subcommittee reconvened to identify potential reoccurring funding sources for the Housing Trust Fund (HTF). The subcommittee met in January, February and March of 2020 before COVID interrupted the monthly meeting schedule. The subcommittee began to meet virtually in June 2020 and these meetings and ensuing research have resulted in the following:

Potential Re-occurring Funding Sources:

- **General Fund** -In Florida, three counties have been identified as directing some **General Funds** to their Local Housing Trust Fund. These counties are Hillsborough, Pinellas, and Orange. *What is the dollar amount that each county committed in General Funds? Litha will call/research. Add more info?*

Other States that utilize **General Fund** for their HTFs include Louisiana, Maryland, Virginia, Washington, Michigan, and Ohio. *Expand on General Fund; how much \$\$, uses, etc*

How much does the HTC Subcommittee want to ask BCC to provide out of General Funds each year???? 1 million/10 million???? Need to recommend amount to AHAC/BCC????

- A portion of **Sales tax** is used in Colorado and Ohio to fund local HTFs. Collier County voters approved a 1 cent surtax in 2018 with 20 million earmarked for affordable workforce housing. Ballot question: **COLLIER COUNTY AND MUNICIPAL INFRASTRUCTURE ONE-CENT SALES SURTAX**

To enhance safety, mobility, and hurricane preparedness in Collier County and its cities by constructing, repairing, and maintaining roads, bridges, signals, sidewalks, parks, evacuation shelters, governmental, and emergency services facilities; acquire land and support construction for workforce housing and career and technical training, veterans' nursing home and expand mental health facilities; shall the County levy a one-cent sales surtax beginning January 1, 2019, and automatically ending December 31, 2025, with oversight by citizen committee?

What is status of the local Surtax and \$20 million reserved for affordable housing; one HTF Subcommittee member should attend/monitor Citizens Oversight Committee meetings – 9/1/2021 at 8:30 a.m.- Michael Puchalla volunteered to attend

Who will administer the 20 mil reserved for AH? CHS only experienced entity to award competitive grants for housing development. Can these funds be placed in the local Housing Trust Fund? Make this part of the recommendation to the BCC???

- **Housing Linkage Fee** on new non-residential construction (*commercial & industrial only*) is utilized to fund **Housing Trust Funds in California, Colorado, Maryland, Virginia, and Florida communities including Jupiter, Coconut Creek and Winter Park** – Linkage Fees offset the impact of new employment from commercial & industrial construction on the available housing supply. A consultant would need to be hired to prepare a nexus study on a potential housing linkage fee. (*Check 2017-2018 Tindale Oliver report/FHFC for others FL communities pursuing Linkage Fees.*) Historically, staff and committee recommendation is for a very small linkage fee of less than \$2.00 sq ft (i.e. .50 \$1.00)
 - *Will require multiple meetings with CBIA, NABOR, Chamber, etc in the next 4-6 months*
 - *Who is available to meet with each agency? When?*

Susan's opinion: Housing Linkage Fee is a long shot but keep it on the list. When/if rejected AHAC should bring up the issue every 4 to 6 years.

- Percentage of ticket sales revenue, team registration fees, etc from Paradise Coast Sports Complex and other large county park facilities. New recreational facilities result in an increase in service sector employees which correlates to an increased need for housing affordable to the low – mod income segment of the population working in tourism, recreation, hospitality, etc.
 - *HTF Subcommittee members/CHS staff need to discuss with Dan Rodriguez and Barry Williams. Why are we requesting funding from this source? Nexus b/t low-mod*

employment and housing needs/shortage. Similar to the Linkage Fee nexus. May be another long shot as Susan thinks parks are treated similar to an enterprise operation (like GMD) so they need to raise funds through some of their programs to offset some staff costs.)

- *Who will pursue contact with County Parks staff & Dan Rodriguez? Need Kristi/Jake to coordinate meeting?*

- A portion of **Hotel/motel taxes** go to HTFs in Ohio and California
A nexus study would tie tourist development to increases in service sector employment (hospitality) and subsequent need for housing targeted to this low to moderate income group. However, Florida Statute 125.0104 (5) lists the allowed expenditure categories and does not authorize this tax to be used for affordable housing even where tourism has increased the need for housing low to moderate income sector employees. See (5) Authorized Uses of Revenue
*HTF Subcommittee member should consider talking to individual member or attending future meeting of the **Tourist Development Council** – next meeting September 27, 2021.*
 - *Is member of Subcommittee available to monitor TDC meetings? 9.27.21*
 - *Will also require mtgs/discussion w/TDC and County staff*
 - *Would local TDC support a small portion of bed tax going to housing for their workforce if statute changes. Would need to find a legislator to sponsor a bill*
 - *Long shot but.....keep on list and pursue w/TDC...?????*

- In Michigan, a portion of **Tax Foreclosure Sales** goes towards HTF
Can Collier County increase the Mortgage Foreclosure & real property actions Filing Fee paid to the Clerk of Courts? Claim value relates to filing fee charged i.e \$395-\$1,905. Current fee to “Hold Mortgage Foreclosure Sale” is \$70.00. Need CAO direction on this option. Who sets Court fees? Requires Susan/Jake RLS to CAO

- **Document Recording fees** collected in New Jersey, Pennsylvania, Washington, are used to fund Housing Trust Funds.
 - In Florida, a portion of the Doc stamp fees on real estate transactions goes to Sadowski Housing Trust Fund for **SHIP** housing program allocations and other housing initiatives.
 - In Michigan, a portion of the cost of evictions and foreclosures goes to an HTF

- **Vehicle Registration fees** in New Jersey include a portion allocated to Housing Trust Fund. In Florida who establishes County vehicle registration fees? Steve Hruby says State sets rate. *(Mike P can you get more information on what the vehicle registration fees are in NJ and how much is earmarked for housing??) Include question in RLS to CAO????*

- Increase **utility and franchise fee** (electric, phone, cable, etc) by a small percentage (ie .5%) with that increase allocated to the local HTF. *(Need CAO to determine if this a local option. Susan/Jake follow-up on RLS with CAO)*

- In California and Iowa, **public/private investments** support their Housing Trust Funds

- *Need more information on this source. Examples. How? Who can research????*
- **Private philanthropy** from individuals, financial institutions, large employers, foundations
 - Develop a “Friends of Workforce Housing” partnership with large employers & others
 - Partnership with Community Foundation of Collier County, Schulz Family Foundation, others
 -
- **Property tax millage** is used in Michigan and North Carolina to fund Local Housing Trust Funds. In Florida, property tax millage is known as Ad Valorum and is part of the funding that makes up Collier County’s General Fund. (See first bullet point)

Is there a difference between real estate transfer taxes, real estate excise taxes, doc stamp recording fees???? Who can address/describe????

Need additional research on what is allowed in FL; how much discretion do local govt have; i.e. increase utility franchise fee, increase cost vehicle registration; etc (RLS to County Attorney’s Office re: eligible/legal Susan & Jake)

Budget/Timeline

Budget process at Division/Department level begins in February 2022
 Budget workshops with County Department Heads, etc spring 2022
 BCC first public hearing on budget in June 2022
 BCC adopts budget in mid-September 2022

Potential timeline for BCC discussion:

Discuss options/alternatives with AHAC in December 2021 – HTF meet with OMB staff (*October???*) or invite OMB to Nov – Dec 2021 AHAC meeting???. *CHS staff “invited” OBM to attend HTF meetings in early 2020 and they were nonresponsive.*

Meet with community organizations (Board of Realtors, CBIA, Community Foundation, etc) October -Dec 2021

Finalize recommendations with AHAC at January 2022 meeting (*Is this realistic???*)

BCC Agenda item:

Have recommendations/white paper placed on BCC agenda for February/March 2021 – do this as part of the HTF Annual Report to the BCC which has NOT been done since HTF adopted in October 2019.

Request XXXXXX general fund dollars in the FY23 budget effective 10.1.2022

Recommend \$20 million surtax placed in local Housing Trust Fund (HTF) with administration/allocations by CHS through the competitive grant application cycle and an annual report to the BCC per the Resolution 2018-82 and Resolution 2019-207

Ask Board to initiate a nexus study to determine a potential linkage fee to fund the HTF

DRAFT

RESOLUTION NO. 18 – 82

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF COLLIER COUNTY, FLORIDA, SUPERCEDING RESOLUTION NO. 07-203, WHICH ESTABLISHED AN AFFORDABLE-WORKFORCE HOUSING TRUST FUND AND GUIDELINES FOR THE USE OF MONEY, AND ESTABLISHING A NEW LOCAL HOUSING TRUST FUND AND GUIDELINES FOR THE USE OF MONEY TO REPLACE IT.

RECITALS

WHEREAS, on July 24, 2007, the Board of County Commissioners (BCC) adopted Resolution No. 2007-203 declaring a valid public purpose for accepting voluntary donations for affordable-workforce housing made directly to the County, establishing an Affordable-Workforce Housing Trust Fund and providing general guidelines for use of monies in the affordable workforce housing trust fund; and

WHEREAS, subsequently the BCC suspended collection of voluntary donations and provided a mechanism for the received collections to be returned upon request, and developed the required mechanism, approved September 25, 2012; and

WHEREAS, the voluntary donations established by Resolution No. 2007-203 remain suspended and the balance remains available for refund; and

WHEREAS, it is the intent of the BCC to increase the amount of housing that is affordable for its workforce and residents, and to encourage the retention of housing that is affordable in the County; and

WHEREAS, Objective 1 of the GMP's Housing Element states that the County will seek to provide new affordable housing units in order to meet the current and future housing needs of legal residents with extremely low, very-low, low, moderate and gap incomes, including senior households and those with special needs; and

WHEREAS, in furtherance of the spirit and intent of Florida State Statute 163.3177(6)(f)a, outlining, "...Principles, guidelines, standards, and strategies to be followed in the provision of housing for all current and anticipated future residents of the jurisdiction..."; and

WHEREAS, given the long planning process involved in housing development and the need to layer multiple funding sources, a local housing trust fund should be active; and

WHEREAS, the BCC recognizes that a Local Housing Trust Fund is a national best practice for the development of revenue streams to support BCC approved Affordable Housing programs, initiatives and directives; and

WHEREAS, the BCC declares a valid public purpose for establishing and maintaining a Local Housing Trust Fund and providing general guidelines for revenue generation and use of such monies in the local housing trust fund, limited to meeting affordable housing needs and associated administration; and

WHEREAS, the BCC wishes to recognize the winding down of the Affordable-Workforce Housing Trust Fund and the creation of a new local housing trust fund.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Collier County, Florida, that:

1. The foregoing Recitals are adopted as true and incorporated as part of this Resolution.
2. It continues to be Board direction and is affirmed that the collection of funds into the Affordable-Workforce Housing Trust Fund is suspended and staff shall continue to make efforts to return money collected to Developers pursuant to prior Board direction.
3. When all money is refunded from the Affordable-Workforce Housing Trust Fund, the fund is automatically terminated and dissolved without further Board action.

3. The Board of County Commissioners' Local Housing Trust Fund, is adopted for immediate use, as follows:

A. **Purpose/Scope:** The purpose is to establish procedures for operations of a Housing Trust Fund in order to provide for housing that is affordable for community residents who are extremely low income to gap income as defined in the Community Housing Plan and Land Development Code.

B. **Applicability:** These procedures apply to qualified affordable housing for extremely low income to gap income households.

The Board has determined that the local economy and the public health, safety and general welfare requires establishment of the Local Affordable Housing Trust Fund for the following purposes:

1. Implement the goals, objectives and policies of the Community Wide Housing Plan, and the Collier County Comprehensive Plan
2. To meet the statutory requirements as set forth in Fl. Statutes Chapter 163.3177(6)(f)a, and to satisfy the community's obligation to ensure that a fair share of the community's housing production is affordable to Collier County families
3. To provide housing opportunities for Collier County families in order to meet the existing and anticipated housing needs of such persons and to maintain a more balanced socio-economic mix in the community
4. To specifically meet the housing needs of those earning less than 140% of AMI, to include seniors, persons with disabilities, and any other identified underserved market
5. To provide for a range of rental and homeownership opportunities for those who presently cannot afford to rent or purchase a home within the community, or who are cost burdened in so doing
6. To provide incentives to developers to create additional rental and for sale units, and to consumers so they may be able to afford rental or purchase opportunities

C. The Board declares there is a valid public purpose in accepting funds for affordable housing and that such funds may be in the form of donations as well as other defined revenue streams as determined by the Board.

D. Local Affordable Housing Trust Fund

There shall be established a Local Affordable Housing Trust Fund (Fund). All voluntary donations or other revenue generated for affordable housing shall be deposited into the Fund either upon the day of receipt or the next business day following receipt.

The Fund shall be maintained in an interest-bearing account and any interest derived from deposits in the Fund shall follow and remain within the Fund. Any recaptured monies, e.g. repayments on loans, shall also be deposited in the Fund. Monies in the Fund, including interest and recaptured monies, shall be disbursed according to the eligible uses set forth and as approved by the Board and administered by the Community and Human Services Division.

Awards from the Fund shall be made at the discretion of the BCC. The Community and Human Services Division will act as the administrators of the fund and associated projects for the BCC. The AHAC will work with CHS staff to develop oversight protocols and specific eligibility criteria for BCC approval. Additional members may be recommended to join the AHAC to assure a balanced oversight committee.

E. Designation of a Project to Provide Affordable Housing:

- (1) Development of criteria: The Affordable Housing Advisory Committee, along with CHS staff shall develop criteria for evaluating the appropriate mix of very-low-income, low-income, moderate-income, gap-income and other housing in a project to qualify for award of HTF. The criteria shall be based in part on the Community Wide Housing Plan and the Housing Element of the GMP. These criteria shall be established by policy of the Board of County Commissioners, and may be amended from time to time by the BCC. The policy shall also provide for a covenant running with the land to ensure the continued affordable housing status of the property. No less than 10% of the fund balance is to be set aside for projects benefitting seniors and/or persons or families with special needs.
- (2) Applicability of criteria: A project for which the HTF funding is sought shall be reviewed by the AHAC to determine the appropriate mix of extremely low income, very-low income, low income, moderate income, gap income, and other housing necessary to qualify for the special applicability. The determination shall be based on the criteria adopted as called for in paragraph (1) above. The determination shall be made by the Board of County Commissioners upon the recommendation of the AHAC. Once the appropriate mix is established, and other appropriate conditions imposed related to the criteria, the project shall be considered a project to provide affordable housing and be eligible for award of HTF monies.

F. Use of Funds

1. All funds deposited into the Local Housing Trust Fund shall comply with all applicable federal, state and local laws governing the establishment and operations of the Trust Funds.

2. All funds deposited in the Local Affordable Housing Trust Fund shall be deposited in a separate and segregated account and shall be dedicated solely to the development and preservation of affordable housing.

3. Programs for which funds may be used include the following:

- 1) Down Payment Assistance
- 2) Impact Fee Relief
- 3) Land Acquisition
- 4) Construction Loans
- 5) Community Land Trust
- 6) Preserve Existing Affordable Housing Supply
- 7) Rental Assistance
- 8) Local Contribution for Tax Credit or SAIL applications

The above list is not exhaustive, and the County Commission may add or remove alternative affordable housing programs. Additional points in scoring, or additional funds will be awarded to those projects that are mixed income, in activity centers, or on major transit routes (in particular on CAT routes). Ten percent (10%) of all funds are set aside to benefit seniors and/or persons or families with special needs.

4. Any funds that remain uncommitted at the end of the County's fiscal year (including interest, other earned income, or repayments on loans) shall remain in the Trust Fund and shall be used for the purposes hereof during the next fiscal year.

5. No more than ten percent (10%) of Local Affordable Housing Trust Fund money available as of the start of the County's fiscal year may be budgeted for administration of the Housing Trust Fund. Administrative expenses are limited to operating expenses directly associated with administration of Trust Fund activities and programs.

6. Annual reports will be provided to the County Commission on all approved projects funded through the Local Housing Trust Fund.

G. Approvals

All projects funded through the Local Housing Trust Fund at a minimum include an application process, written underwriting standards, and loan or grant documents containing repayment provisions and provisions and instruments that guarantee affordability periods.

An annual workplan will be developed for BCC approval with an estimated balance of funds to award, and categories and programs recommended, and may be amended from time to time by approval of the BCC. Staff would then accept applications. Trust Fund Loans, grants, or other financial incentives will be presented for approval first to the Affordable Housing Advisory Committee and then to the BCC for approval by a simple majority vote.

This Resolution adopted after motion, second, and majority vote this 24th day of April, 2018.

ATTEST:
DWIGHT E. BROCK, CLERK

BOARD OF COUNTY COMMISSIONERS
COLLIER COUNTY, FLORIDA

By: *[Signature]*
DEPUTY CLERK

By: *[Signature]*
ANDY SOLIS, CHAIRMAN

Attest as to Chairman's
signature only.

Approved as to form
and legality:

[Signature]
Jennifer A. Belpedio
Assistant County Attorney

JAB
4/3/18

RESOLUTION NO. 19__207

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF COLLIER COUNTY, FLORIDA, IMPLEMENTING THE LOCAL HOUSING TRUST FUND AND AUTHORIZING THE COUNTY MANAGER TO SIGN COMMITMENTS FOR THE USE OF THE HOUSING TRUST FUNDS AND STATE AND LOCAL GRANT FUNDS FOR HOUSING DEVELOPMENTS AND DIRECTING THE AFFORDABLE HOUSING ADVISORY COMMITTEE TO IDENTIFY AND RESEARCH A VARIETY OF POTENTIAL FUNDING SOURCES FOR THE HOUSING TRUST FUND AND BRING RECOMMENDATIONS BACK TO THE BOARD AT A LATER DATE.

RECITALS

WHEREAS, on April 24, 2018, the Board of County Commissioners (BCC) adopted Resolution No. 2018-82 declaring a valid public purpose for establishing a new Local Housing Trust Fund (HTF), accepting funds for affordable housing made to the County and providing general guidelines for use of monies in the housing trust fund; and

WHEREAS, Resolution No. 2018-82 directed the Affordable Housing Advisory Committee and staff to develop procedures and criteria for the implementation of the HTF; and

WHEREAS, the criteria for the HTF is based on the Community Housing Plan and the Housing Element of the Growth Management Plan and shall be established as policy by the Board; and

WHEREAS, given the long planning process involved in housing development and the need to layer multiple funding sources, a local housing trust fund is necessary to provide a local contribution; and

WHEREAS, some housing developments have a tight window to make application to the State for Low-Income Housing Tax Credits and other funds that request local contributions and may not be able to wait for an annual funding application cycle; and

WHEREAS, the Affordable Housing Advisory Committee has identified the need for a consistent, on-going revenue stream to ensure that the HTF is a viable revenue source for needed housing that is affordable to Collier County residents;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF COLLIER COUNTY, FLORIDA, that:

1. The foregoing Recitals are adopted as true and incorporated as part of this Resolution.
2. The County Manager is authorized to sign commitments for the use of the HTF resources, state and local grant funds for developers applying to Florida Housing Finance Corporation for Low-Income Housing Tax Credit financing and other State and Federal housing projects.
3. The Affordable Housing Advisory Committee is hereby directed to identify and research a variety of potential funding sources for the HTF and bring recommendations back to the Board at a later date.
4. The Housing Trust Fund program will begin implementation in 2020 as outlined in the BCC approved guidelines, criteria and annual work plan.

THIS RESOLUTION is adopted after motion, second, and majority vote this 22nd day of October, 2019



ATTEST:
CRYSEAL K. KINZEL, CLERK
[Signature]
By *[Signature]* DEPUTY CLERK
Attest as to Chairman's signature only

BOARD OF COUNTY COMMISSIONERS
OF COLLIER COUNTY, FLORIDA
[Signature]
WILLIAM L. MCDANIEL, JR.
CHAIRMAN

Approval for form and legality:

[Signature]
Jennifer A. Belpedlo
Assistant County Attorney
JAB
10/1/19



EXECUTIVE SUMMARY

Recommendation to approve the guidelines, criteria, annual work plan, associated policy, and Resolution for the local affordable housing trust fund and authorize implementation of the program.

OBJECTIVE: To implement Resolution 2018-82 to help facilitate the development of housing that is affordable for very low to gap income residents in Collier County through the use of the Housing Trust Fund ("HTF").

CONSIDERATIONS: On October 25, 2017, the Board of County Commissioners accepted the Community Housing Plan that was developed in 2016-2017 in conjunction with the Urban Land Institute ("ULI") visit and the work of community stakeholders and the Community and Human Services ("CHS") Division.

Of the multitude of recommendations that the Board accepted was the establishment of a new local housing trust fund. On April 24, 2018, the Board approved Resolution No. 2018-82 (Agenda Item #11A), adopting the Local HTF and setting forth its Purpose and Applicability. The Resolution tasked the County's Affordable Housing Advisory Committee ("AHAC") to work with staff to develop criteria for evaluating the appropriate mix of very low, low, moderate, and gap income housing to qualify for an award of HTF funds.

The Housing Trust Fund account is eligible to receive deposits from the sale of County surplus property, repayments of Affordable Housing Density Bonus units, donations, and defined revenue streams. Up to ten percent (10%) of the funds may be used to cover administrative expenses associated with the implementation and oversight of the fund.

An AHAC sub-committee was formed in June 2019 and met for three (3) months to develop the HTF Guidelines and Competitive Evaluation Criteria, provided herein. During the development of the criteria, the lack of a dedicated recurring revenue source for the HTF was identified as a major concern to the AHAC membership. Members of the committee expressed a compelling need to identify and increase the funds available in order to provide viable and effective housing initiatives.

In accordance with Resolution 2018-82, the criteria and applicability developed by the AHAC will be established by a policy of the Board and may be amended from time to time by the Board. In addition, the Board shall approve an annual work plan, review the estimated balance of funds, categories and programs, and establish an application and award process for the operation of the HTF.

Resolution 2018-82 outlines the following eight (8) categories as eligible uses of Housing Trust Funds:

- Down Payment Assistance
- Impact Fee Relief
- Land Acquisition
- Construction & development loans
- Community Land Trust
- Preserve Existing Affordable Housing supply (acquisition/rehabilitation)
- Rental Assistance
- Local Contribution for Tax Credit or SAIL applications

In accordance with the resolution, the above list is not exhaustive, and the Board may add or remove housing initiatives.

10/22/2019

As of September 23, 2019, there was \$164,800.86 available in the fund to allocate to housing activities.

The attached Resolution authorizes the County Manager to sign commitment documents for HTF resources, and state and federal grants; authorizes the AHAC to identify and research potential funding sources and bring recommendations to the Board; and begin implementation of the HTF program in 2020.

FISCAL IMPACT: Local Housing Trust Fund dollars are available in Housing Grant Fund (116), Project (50137).

LEGAL CONSIDERATIONS: This item is approved for form and legality and requires a majority vote for Board approval. - JAB

GROWTH MANAGEMENT IMPACT: Funds placed in the Housing Trust Fund can assist the County in addressing some of the goals and objectives of the Housing Element of the Growth Management Plan.

RECOMMENDATION: To approve the guidelines, criteria, annual work plan, associated policy, and Resolution for the local affordable housing trust fund and authorize implementation of the program.

Prepared By: Susan Golden, Senior Grants and Housing Coordinator; Community and Human Services Division

ATTACHMENT(S)

1. Guidelines - Collier County Housing Trust Fund 9.25.19 ks-eg (DOCX)
2. HTF Evaluation Criteria 9.25.19 eg-ks (DOCX)
3. HTF Work Plan 9.20.19 (DOCX)
4. 2018-19 Affordable Housing Trust Fund Fiscal Report (XLSX)
5. HTF Resolution 2019 CAO Stamped (PDF)

10/22/2019

COLLIER COUNTY
Board of County Commissioners

Item Number: 11.J**Doc ID:** 10257

Item Summary: Recommendation to approve the guidelines, criteria, annual work plan, associated policy, and Resolution for the local affordable housing trust fund and authorize implementation of the program. (Cormac Giblin, Community and Human Services Manager)

Meeting Date: 10/22/2019**Prepared by:**

Title: -- Community & Human Services

Name: Susan Golden

09/23/2019 3:46 PM

Submitted by:

Title: Manager - Federal/State Grants Operation -- Community & Human Services

Name: Kristi Sonntag

09/23/2019 3:46 PM

Approved By:**Review:**

Community & Human Services	Cormac Giblin	Additional Reviewer	Completed	09/25/2019 12:48 PM
Community & Human Services	Aklko Woods	Additional Reviewer	Completed	09/25/2019 3:15 PM
Community & Human Services	Kristi Sonntag	CHS Review	Completed	09/27/2019 9:46 AM
Community & Human Services	Maggie Lopez	Additional Reviewer	Completed	10/01/2019 1:13 PM
Public Services Department	Kimberley Grant	Level 1 Reviewer	Completed	10/08/2019 9:27 AM
Public Services Department	Todd Henry	Level 1 Division Reviewer	Completed	10/08/2019 10:23 AM
Public Services Department	Steve Carnell	Level 2 Division Administrator Review	Completed	10/08/2019 2:03 PM
County Attorney's Office	Jennifer Belpedio	Level 2 Attorney of Record Review	Completed	10/10/2019 11:48 AM
Office of Management and Budget	Laura Wells	Level 3 OMB Gatekeeper Review	Completed	10/10/2019 1:02 PM
County Attorney's Office	Scott Teach	Level 3 County Attorney's Office Review	Completed	10/10/2019 4:02 PM
Grants	Therese Stanley	Additional Reviewer	Completed	10/10/2019 4:20 PM
County Manager's Office	Nick Casalanguida	Level 4 County Manager Review	Completed	10/12/2019 10:57 AM
Board of County Commissioners	MaryJo Brock	Meeting Pending		10/22/2019 9:00 AM

Collier County Housing Trust Fund Guidelines

1) Eligible Applicants:

- Non-profit and for-project organizations

2) Application Cycle:

- There will be an annual competitive grant application cycle for Housing Trust Fund (HTF) funding awards.
- An annual workplan will be presented to the BCC in Oct-Nov that details the estimated balance of funds to be made available, along with the eligible categories and programs for application.
- The County will accept applications from interested non-profit and for-profit organizations on an annual basis (January-Feb). The annual application cycle will be advertised in the local newspaper, posted on the County's website, announced via email, and other form of communication and media.

3) Application requirements:

- A formal, competitive application process will occur which will identify all required documents, including but not limited to, a proforma, experience and past performance, targeted income categories, leverage contributions, project readiness, cost benefit analysis, and other requirements.
- An appointed Review and Ranking Committee will review and score the request for HTF funding. A point system will be established and advertised with the application.
- All HTF funded developments are required to provide 10% set-aside for seniors, special needs or veterans populations in accordance with Resolution 2018- 82 and the 2017 Community Housing Plan.
- The Housing Demand Model will be the basis for identifying housing needs/priorities to be funded through the trust fund. The Housing Demand Model focuses on specific income categories and is adjusted annually.
- The scoring criteria/point system may be adjusted annually to reflect changing community conditions and priorities.
- In most cases, the HTF competitive process will utilize existing County or FHFC/SHIP definitions where applicable.
- Housing Trust Fund resources will be awarded through an application process or at the County Manager's discretion.
- In an effort to stretch local contributions from the HTF, applicants will be encouraged to leverage HTF resources with State, Federal or other funds. It is understood that all funding sources will not be formally committed at the same time. Therefore, if selected for HTF funding, the leveraged or matched dollars will be documented at a later date in the award process.

4) Forms of Assistance:

- Funds are provided as a Deferred Payment Loan at zero percent (0%) interest secured by a recorded subordinate mortgage and promissory note and a land use restriction agreement (LURA).
- Maximum per project award is \$3 million.

Attachment: Guidelines - Collier County Housing Trust Fund 9.25.19 ks-cg (10257 : Housing Trust Fund Implementation)

5) Eligible Activities Per Resolution No. 18-82

- Downpayment Assistance
- Impact Fee Relief
- Land Acquisition
- Construction Loans (Including development/soft costs)
- Community Land Trust
- Preserve Existing Affordable Housing Supply (acquisition &/or rehabilitation)
- Rental Assistance
- Local Contribution for Tax Credit or SAIL applications

In accordance with Res. 18-82, the above list is not exhaustive, and the County Commissioners may add or remove alternative affordable housing programs.

9.25.19

Collier County Affordable Housing Trust Fund Competitive Evaluation Criteria

1. Income Targeting: (Maximum 25 Points)

The County's Housing Demand Model documents the projected need for affordable rental units and homeownership by income. The current need is affordable rental housing for Extremely Low to Low Income households, or those earning less than 80% of median area income. Therefore, greater points are awarded to developments proposing to address this need. The Housing Demand Model is adjusted annually and as community needs change the Housing Trust Fund criteria will be evaluated and modified as needed.

Income Categories	% of Units Provided In Development	Weight	Credits per Category (% x weight = credits)	Total Points Awarded (Credits 25)
ELI (<30%)	0	5	0	
VLI (<50%)	0	4	0	
LI (<80%)	0	3	0	
Mod (<120%)	0	2	0	
Gap (<140%)	0	1	0	
Market Unrestricted	0	0	0	
Total Percent	0	Total Credits	0	

2. Impact on Collier County Priorities: (Maximum 30 Points for Sections a, b & c)

The County has identified a number of priorities in the Housing Trust Fund Resolution 18-82, the Community Housing Plan, the Housing Element of the Growth Management Plan, the HUD Annual Action Plan and the 3-year SHIP Local Housing Assistance Plan (LHAP).

In addition to Income Targeting, additional priorities include the following:

- a) **Special Needs, Seniors & Veterans Set-Aside – Required Minimum 10% per Development - (Maximum 5 Points)**

Percent of Development	Points
11%-20%	2
21% - 30%	3
100% of all units – only allowed in small dev <10 units	5

The County's Housing Trust Fund will utilize definitions found in Florida State Statutes. In particular, Statutes that pertain to the State Housing Initiatives Partnership Program and other relevant State definitions for veterans, seniors & special needs. The following are from Chapter 420.0004

(7) "Disabling condition" means a diagnosable substance abuse disorder, serious mental illness, developmental disability, or chronic physical illness or disability, or the co-occurrence of two or more of these conditions, and a determination that the condition is:

- (a) Expected to be of long-continued and indefinite duration; and
- (b) Not expected to impair the ability of the person with special needs to live independently with appropriate supports.

(8) "Elderly" describes persons 62 years of age or older.

(13) "Person with special needs" means an adult person requiring independent living services in order to maintain housing or develop independent living skills and who has a disabling condition; a young adult formerly in foster care who is eligible for services under s. 409.1451(5); a survivor of domestic violence as defined in s. 741.28; or a person receiving benefits under the Social Security Disability Insurance (SSDI) program or the Supplemental Security Income (SSI) program or from veterans' disability benefits.

b) Affordability Period - (Maximum 10 Points)

Collier County will award more points to entities requesting Housing Trust Fund resources who commitment to longer affordability periods or place housing into a Community Land Trust. All developments receiving Housing Trust Fund (HTF) resources will have a land use restriction agreement (LURA) recorded on the property.

Affordability Period (LURA)	Points
20 Years or less	0
21 to 30 Years	2
31 to 50 Years	5
51 or more Years	8
Community Land Trust	10

c) Additional Community Priorities - (Maximum 15 Points)

- Mixed Income Development (At least 10% of units in 3 or more income categories) 2 Points
- More than one (1) Special Needs population (see 2.a) 2 Points
- Mixed Use Commercial/Residential Development or Located in an Activity Center 2 Points
- Located adjacent to or w/in 1/2 mile of CAT bus stop 2 Points
- Mixed Occupancy Development (Rental & Ownership) 2 Points
 - o Rental Housing (only) 2 Points
 - o Homeownership (only) 1 Points
- Infill Development (10 acres or less) 2 Points
- Collaborative Partnership 2 Points
- Local Vendor Preference 1 Points

Attachment: HTF Evaluation Criteria 9.25.19 cg-ks (10257 : Housing Trust Fund Implementation)

3. Experience and Organizational Capacity: ~ (Maximum 20 Points)

This category will be evaluated on the basis of the experience of the applicant/development team, and experience in undertaking projects of similar complexity as the one for which funds are being requested.

Housing Development, Construction or Management Experience	Points
1 to 2 Years	0
3 to 5 Years	3
5 to 10 Years	6
11 or more Years	9

Name of Development	Location (City & State)	Programs That Provided Financing (Housing Tax Credits, SAIL, SHIP, HOME, Tax-Exempt Bonds, Federal Home Loan Bank, etc)	Total Number of Units	Year Completed

Total number of housing units developed	Points
0 to 3 units	0
4 to 20 units	3
21 to 100 units	6
101 + housing units	9

Prior Collier County Experience with Federal or State Grants: Yes ___ No ___ (Max 2 Points)

4. Readiness to Implement: (Maximum 5 Points)

This category will be evaluated on the basis of the applicant's ability to commence the project and expend funds in a timely manner.

	Category	Yes	No	Points - 1 for each
1.	Location/site identified?			
1.a.	Address: _____			
2.	Site Control?			

3.a.	Current Zoning:			
3.b.	Zoning Approvals Needed?			
4.	Identified staff, board members, partners responsible for implementation?			
5.	Work plan/timeline demonstrates understanding of the obstacles that may be encountered in developing and implementing the project (zoning, permitting, financing, etc)?			
6.	Has Identified other available financial resources needed to implement proposed activity?			
7.	Readiness to begin construction (Select one)			
7.a.	<120 business days			
7.b.	<180 business days			
7.c.	>180 business days			

5. Financial Feasibility & Sustainability: (Maximum 20 Points)

This category will be evaluated by the applicant's ability to demonstrate their plan to sustain the project; utilize funds and manage them appropriately and leverage multiple sources of funds. A pro-forma is required to be submitted at the time of a Housing Trust Fund application if applicant is requesting acquisition, construction and/or rehabilitation, or local contribution. The pro-forma or financial schedules must be consistent with industry standards, including but not limited to: fees, cost per unit, month rents, expenses, projected revenue, operation costs and depreciation allowances. (5 Points)

Complete the following estimated project budget. (5 Points)

Activity	Vendor (if known)	Cost
Rezoning Fees		
Legal Fees		
Appraisal & Title Search		
Survey		
Credit Underwriting Fees, Good Faith Deposit		
Environmental Assessments, Soil Tests, etc		
Architectural/Engineering Fees		
Administrative Expenses		
Construction/Renovation Estimates		
Other fees (Show Below)		

TOTAL		

Demonstrate through financial statements, audits, or other documents, that the entity has the financial ability to fund the project until reimbursement is received from Collier County HTF. Provide proof of a line of credit, if needed.

In an effort to stretch local contributions from the HTF, points will be awarded for the amount of Leverage that the applicant is proposing. It is understood that all funding sources will not be formally committed to a housing development at the same time. Identify potential funding sources and the amount of funding requested at the time of the HTF application. Documentation will be requested at a later date to document the leverage provided to the housing development/activity.

Identified Funding Source (State/FHFA, Lender, etc)	Amount of Funding Requested	Timeline for Decision	Funding Committed to Date

(10 Points)

Total Project Development Costs	Total Funding Committed	Funding Requested from HTF	Number Dwelling Units	Leverage 1 to 1 or higher	Leverage .75 to 1	Leverage .50 to 1	Leverage .25 to 1
				10	8	5	2

9.25.19

Housing Trust Fund Criteria

**Housing Trust Fund
Annual Work Plan
2019-2020**

IMPLEMENTATION OF LOCAL AFFORDABLE HOUSING TRUST FUND

ACTION STEPS	WHAT-Deliverable/Content	WHEN -Frequency	WHO
Housing Trust Fund Work Plan	Present HTF Work Plan & funding allocation to BCC for approval	Annually (October-November)	CHS Director
Application cycle advertised	Public Notice	Annually (December)	CHS Senior Grants Coordinator
Advertised application cycle	Formal, competitive application	Annually (Jan – Feb)	CHS staff
Applications reviewed, evaluated, ranked	Review submitted applications against published criteria	Annually - Spring (March)	Review & Ranking Committee Members approved by CMO
AHAC presentation	RRC Recommendations	Annually Spring (April – May)	RRC representative & CHS staff
BCC presentation	HTF Award Recommendations	Annually Spring-Summer (May-July)	CHS Director
Enter into contractual agreement with awardees	Formal agreement b/t County and awardee	Annually (September-October)	CHS staff
Implementation-Compliance Monitoring	Review for progress, accomplishments, compliance	On-going monthly/quarterly	CHS Grant Coordinators
Financial Compliance	Review for fiscal compliance	On-going monthly/quarterly	CHS Accounting Staff
Annual HTF Progress Report	Deliver annual report to the BCC on expenditures & accomplishments	Annually (October-November)	CHS Director

Attachment: HTF Work Plan 9.20.19 (10257 : Housing Trust Fund Implementation)

2018-2019 Affordable Housing Trust Fund Fiscal Report

Revenue	Budget	Actuals
Housing Density Bonus	\$ 41,031.58	\$ 41,031.58
Surplus Land Sale	\$ 142,052.48	\$ 142,052.48
Misc.	\$ 28.00	\$ 28.00
Total	\$ 183,112.06	\$ 183,112.06

Expense	Budget	Actuals
Admin Expense *	\$ 18,311.20	\$ 2,869.55
Program Assistance	\$ 164,800.86	\$ -
Total	\$ 183,112.06	\$ 2,869.55

Funds Available \$ 180,242.51

* 10% of Affordable Housing Revenue can be used towards Admin expense.

Last Updated on 9/23/19

Attachment: 2018-19 Affordable Housing Trust Fund Fiscal Report (10257 : Housing Trust Fund Implementation)