

Collier County

Affordable Housing Advisory Committee (AHAC)



AGENDA

November 1, 2021 8:30 A.M.

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

AHAC COMMITTEE MEMBERS

Mary Waller, Chair
Steve Hruby, Vice Chair
Litha Berger, Member
John Harney, Member
Joe Trachtenberg, Member
VACANT Member

Commissioner Rick LoCastro, Member
Jennifer Mitchell, Member
Bernardo Barnhart, Member
VACANT Member
VACANT Member

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 October 4, 2021 AHAC meeting minutes
- 4. INFORMATIONAL ITEMS**
 - a. One Cent Sale Tax Update
 - b. Collier County Local Housing Trust Fund
 - c. Quarterly Housing Report
 - d. Hybrid Remote Public Meetings – CMA
- 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. Vacancy Vote
 - b. SHIP Annual Incentive Report Approval
- 7. STAFF AND COMMITTEE GENERAL COMMUNICATIONS**
- 8. ADJOURN**
- 9. HOUSING TRUST FUND SUBCOMMITTEE MEETING (SEE AGENDA)**
 - a. Approval of today's agenda
 - b. Approval of October 4, 2021 HTF Subcommittee meeting minutes
 - c. Potential Revenue Sources Document
 - d. Adjourn
- 10. NEXT AHAC MEETING DATE: December 6, 2021, 8:30 A.M.**

MINUTES OF
THE COLLIER COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE

October 4, 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
John Harney
Steve Hruby
Jennifer Mitchell
Joe Trachtenberg by ZOOM
Litha Berger
Bernardo Barnhart
Commissioner Rick LoCastro

Excused:

Unexcused:

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

OTHERS PRESENT: Michael Puchalla, HELP; Deborah Forester, CRA; Donna Fiala, Retired Commissioner; Gary Hains, Applicant; Jonathan Forester, Applicant; Janet Miller, Applicant; Jessica Brinkert, Applicant; Jan Guben, Applicant; VIA ZOOM: Mike Randall, Applicant; Mark Keishun

1. CALL TO ORDER

Mary Waller called the meeting to order at 8:30 a.m. She read the procedures to be followed and led in the pledge to the flag.

2. ROLL CALL – COMMITTEE MEMBERS AND STAFF

There were 6 active members present when the meeting started, therefore a quorum was established. (Bernardo Barnhart came in around 8:45 a.m.)

3. APPROVAL OF AGENDA AND MINUTES

- a. A few changes were made to the agenda regarding the applicants listed in 6a. Laura Kerchoff was added as a ZOOM participant, and Jonathan Forester and Mike Randall were changed from in person to ZOOM. Steve Hruby made a motion to approve the agenda with the changes, Litha Berger seconded and the motion passed by a vote of 6-0.
- b. A motion was made by Jennifer Mitchell to approve the minutes from the meeting of September 13, 2021 and was seconded by Steve Hruby. The motion was passed with a vote of 6-0.

4. INFORMATIONAL ITEMS

- a. SHIP Annual Report Draft – The report will be given to the BCC in December. Kristi encouraged the group to take the report home and read and digest it. Jennifer Mitchell motioned to continue this item until the next meeting, Steve Hruby seconded and the group voted 7-0 in agreement. Each member should be prepared to vote on each of the 11 incentives at the next AHAC meeting in November. Jake told the group a draft of the annual report will be ready for the meeting in November.
- b. Hybrid Meeting CMA – Jake reviewed the CMA #5411 with the group. Staff is working on some background information that will be sent to the County Manager’s Office. He will update the group at the next meeting. Litha Berger motioned for staff to seek approval of conducting hybrid meetings, John Harney seconded and the group voted 7-0 in approval.
- c. Apartment Survey – There were less available units for the last quarter from July to October. The rents raised substantially. Commissioner LoCastro asked that the affordable units be somehow flagged. He said that he will take the report to the next BCC meeting and pass-out copies for their review. Jennifer Mitchell asked why she couldn’t find the apartment list on the housing webpage. Hilary will contact the United Way and have it linked to their webpage.

5. PUBLIC COMMENT

Michael Puchalla told the group that the last time the land Trust was used was in 2005. He thinks there are around 2,000 units that are expiring from affordability. There was discussion about what it’s going to take to attract developers to build affordable housing. Gary Hains said it’s just not impact fee deferral, it’s allowing zoning changes, changing density, better competition. Also cutting through the red tape. Joe Trachtenberg said we need to create ways to extend deferrals to keep units in the affordable category. He said he considers “affordable” a four letter word. He feels we need a replacement word. We need to research other counties to find out what they are doing. Commissioner LoCastro said people need to see pictures of what affordable looks like. They want places built by them, that are the same as them. The Commissioner also said he is willing to take issues to the BCC, but they have to be worded properly.

6. DISCUSSION ITEMS

- a. Vacancy Ranking Sheet – Kristi explained that each member should write their top choices of the candidates and staff will compile the list and bring the results to the next meeting.
- b. Several of the candidates were present or on ZOOM to give a short synopsis of their qualifications and why they feel they would be a productive member of the AHAC. Members of the group asked questions of the candidates to better understand their backgrounds and availability to participate in the activities of the committee.

7. STAFF AND GENERAL COMMUNICATIONS

Jake told the group that the ULI Study was done in 2017. We are looking into updating the Housing Study that has to be done by the winter of 2022. Mary Waller said that the committee needs to keep the notion of part of the money from the penny sales tax going to the trust fund in the forefront. Jennifer Mitchell motioned for staff to prepare a letter to be signed by the chair to Commissioner Taylor, copied to Commissioner LoCastro stating the importance of funding the trust fund and asking that an item be put on the BCC agenda for discussion. Litha Berger seconded and the group approved with a vote of 7-0.

8. ADJOURN

There being no further business for the good of the County, Jennifer Mitchell motioned to adjourn the meeting at 10:20 a.m.; Steve Hruby seconded, and the group agreed with a vote of 7-0.

NEXT MEETING: THE NEXT MEETING WILL BE HELD NOVEMBER 1 , 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" .

PUBLIC HEARING OF SUBSTANTIAL AMENDMENTS

The meeting for the public hearing of the substantial amendments began at 10:20 a.m.

19-20: Joe Trachtenberg stated that St. Matthew's was delighted to get \$1,000,000 from the county, but had to repay the money because they could not follow the federal guidelines and follow the mission statement of St. Matt's.

21-22: Steve Hruby asked why we were taking away funds from the Casa Juan Diego? It was explained that the money was reprogrammed from CDBG to HOME because the project was not eligible for CDBG funds, but was eligible through HOME. The Casa Juan Diego project was funded from a return of \$500,000 that CCHA returned from their HVAC program. The estimates for the project were much higher than the grant amount.

Jennifer Mitchell asked about why we gave \$26,000 for a case manager and only \$45,000 for the operation for the Homeless Teen Rental Assistance program through Youth Haven. She feels more money should have gone into the operations portion.

The meeting was adjourned at 10:29 a.m.

Collier County Local Housing Trust Fund

Collier County voters passed a penny increase in sales tax to total collection of \$490 million. This fund has many important purposes, including transportation infrastructure, parks, capital improvements for the sheriff's facilities, mental health services, and homes that are affordable. \$20 million of the total has been earmarked for affordable homes. Taxes have been collected since January 1, 2019. The Local Housing Trust Fund has an approved process to accept and review proposals from the affordable development community to put these dollars to use. However, the promise to improve the number of homes that are affordable has not been fulfilled yet. Steps need to be taken to fulfill the commitment:

- Acquire suitable land for development
- Updates have been proposed to the land development code to promote development of homes that are affordable. These updates are in process of approval by the county. While these LDC updates are not a part of the Housing Trust Fund, they are critical to increasing the number of projects which are brought forward for affordable homes.
- Set standards for deed restrictions on developments to keep pricing affordable for many years
- Improve coordination between the zoning, planning, permitting, community and human services, and growth management, to help move projects through county processes
- Assign permanent staff to oversee the projects as they move through the process. This would help to improve the success and timeliness of projects.
- Promote the program to local and national developers. This step is critical to bring new developers into the county. Other counties in Florida which are successfully improving the stock of homes that are affordable have found this to be very important.
- Monitor long term compliance for developments which have incentives for affordability

These steps will improve the number of homes that are affordable in Collier County, benefitting the entire community for the long term. Benefits will include retention for young people starting their working life, seniors on fixed incomes, essential workers, and many other important members of our community.



Third 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

The county will be seeking a vendor to conduct a study to assess the current housing affordability environment. The results will provide recommendations and updates to the Community Housing Plan.

REGULATORY RELIEF FOR HOUSING THAT IS AFFORDABLE – FIVE INITIATIVES

Initiative One: Development standards relief for affordable housing applications.

Status: COMPLETE. The Collier County Board of County Commissioners (BCC) adopted Ordinance 2021-05 on February 9, 2021.

This initiative provides developers cost savings through land development code (LDC) changes that allow:

- Cluster housing to be an administrative review process.
- Less amount of fill needed to construct local roads by allowing roads to be built at a lower elevation.
- Alternative drainage infrastructure design for local roads.
- Alternative design and materials for the construction of sidewalks.
- A triplex (three units in one structure) be permitted through a building permit review rather than the costly site development plan process.
- Clubhouse facilities to be approved as part of the plat associated with the housing that is affordable project, rather than a separate site development plan submittal and exempting the dedication of a public water well, which consumes valuable acreage of a project.



Initiatives Two through Five: Regulatory relief for affordable housing applications.

Status: Draft amendments are complete and county review is 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.

Amendment details:

Growth Management Plan (GMP) (PL20210000660) – allows commercial conversion to housing that is affordable by right (Policy 5.17); and creates density allowance for mixed incomes in Activity Centers, creates density allowance for SOS, creates density allowance for TOD.

- Submittal #2 complete; County review #2 comments received on 8/13/21
- Preparing responses; meeting held with County Attorney on 09/17/21

Land Development Code (LDC) (PL20210001291) – Price Qualifying Program is for those employed in Collier County (LDC Sec. 2.07.00); and provisions for higher densities when developing affordably priced units: by right in commercial districts; mixed incomes in Activity Centers; or TOD over 13 dwelling units per acre.

- Submittal #2 complete; County review #2 comments received on 8/27/21
- Preparing responses and drafting Chapter 2 amendments to provide to County Attorney

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

- June 15 – Development Services Advisory Committee (DSAC)/ Land Development Regulations (LDR) and subcommittee submitted their recommendation for approval of the Land Development Code Amendment (LDCA)
- May-October – Staff review on-going
- Sept. 20 – Target Submittal #3 for Growth Management Plan Amendment (GMPA) & LDCA
- Nov. 3 – Development Services Advisory Committee – LDCA only
- Dec./Jan. 2022 - Collier County Planning Commission (CCPC) Transmittal Hearings GMPA only Feb./Mar. - BCC Transmittal Hearings – GMPA only
- March/April – Florida Department of Economic Opportunity (DEO) review
- April/May– CCPC Adoption Hearings GMPA & LDCA
- May/June 2022 – BCC Adoption Hearings GMPA & LDCA



ENTITLEMENT GRANT CYCLE UPDATE

The 2022 Entitlement Grant cycle opens January 6. There will be some slight changes to the process including a pre-application and interviews followed by access to complete the full application. Look on the Collier County website (colliercountyfl.gov), the housing website (colliercountyhousing.com) and in the Naples Daily News in early December, for more details.

LOCAL RECOVERY PLAN

The COVID-19 pandemic resulted in widespread public health and economic impacts experienced across the nation. In Collier County, these impacts have been felt by individuals, families, local businesses as well as government and nonprofit services. In response to this nationwide crisis, the American Rescue Plan Act (ARPA) was signed into law on March 11, 2021, which established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund. These funds build upon the first wave of support to state and local governments established by the Coronavirus Aid, Relief, and Economic Security (CARES) Act. While the CARES Act was intended to respond to immediate impacts from the pandemic, ARPA funding is designed to help communities turn the tide on the pandemic, address economic fallout and lay the foundation for a strong, effective, efficient, and equitable long-term recovery. ARPA funds can be used to support broad range of eligible expenses which are designed to:

- Support public health response, Address negative economic impacts, Replace public sector revenue loss, Provide premium pay for essential workers, and
- Make improvements to water, sewer, and broadband infrastructure.

Collier County received over \$74 million in funding to support long-term recovery from the pandemic.

Collier County will receive **\$74,762,701** in Coronavirus State and Local Recovery Funds (SLFRF) to address local impacts. Understanding the wide array of needs throughout the community, Collier County leadership made the decision not to replace public sector revenue losses (EC 6), but rather to pass this stimulus funding on toward support for individual, food assistance, educational programming, mental health, healthcare services, businesses,

nonprofits, and investment in new infrastructure. It is the hope of leadership that every resident can benefit from the investment of these funds while ensuring that the needs of the most vulnerable in the community are targeted to promote an equitable recovery.

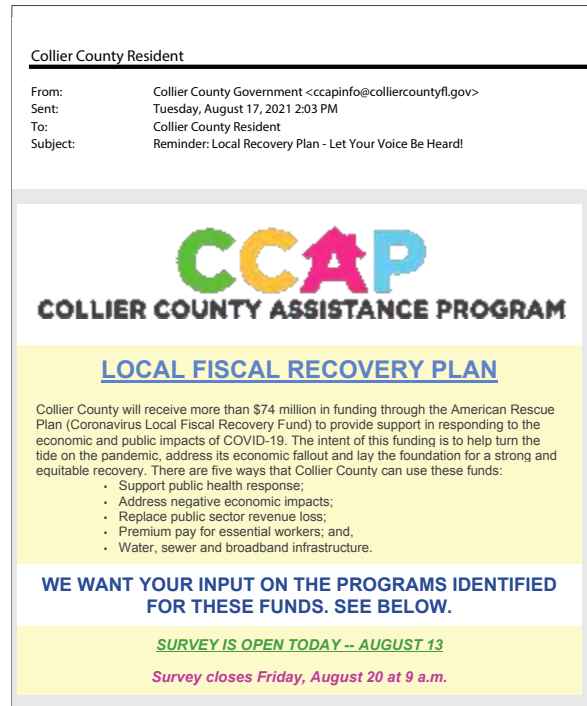
The Collier County Recovery Plan outlines the programs that will be implemented with these funds. As these are long-term recovery funds, the County has approximately five years (December 31, 2026) to provide services and complete projects. This plan will be submitted to the U.S. Department of Treasury, aligning proposed programs with a classification system developed by Treasury for reporting on expenditures. The County recognizes that pandemic recovery must be flexible to respond to shifting changes and needs in the community and may make changes to program expenditures throughout the implementation period to address the highest priority within the community. Collier County will measure the outputs and outcomes of projects along the way and evaluate the successes of these initiatives.

To develop this plan, Collier County staff evaluated local data and worked with organizations throughout the community to consider projects that fit the community's needs. Collier County also conducted a public survey that requested feedback on proposed expenditures and additional needs. The County received more than 200 responses to this survey from residents, businesses, and nonprofits with overwhelming support for the programs identified. Nearly 99% of all respondents felt that the programs outlined would benefit Collier County residents and over 94% of respondents felt that programs would benefit businesses.

Transparency is important to the leadership of Collier County. The Collier County Recovery Plan, along with annual performance reports, will be posted on the Collier County website, enabling the public to monitor the spending and progress of each program. This initial Recovery Plan covers the period from the date of award to July 31, 2021. Thereafter, the Recovery Plan will cover a 12-month period and recipients will be required to submit the report to Treasury within 30 days after the end of the 12-month period (by July 31). The following table provides dates for current and future installments:

Table 1: Recovery Plan / Annual Report periods covered and due dates

Annual Report	Period Covered	Due Date
1	Award Date – July 31, 2021	August 31, 2021
2	July 1, 2021 – June 30, 2022	July 31, 2022
3	July 1, 2022 – June 30, 2023	July 31, 2023
4	July 1, 2023 – June 30, 2024	July 31, 2024
5	July 1, 2024 – June 30, 2025	July 31, 2025
6	July 1, 2025 – June 30, 2026	July 31, 2026
7	July 1, 2026 – December 31, 2026	March 31, 2027



Local Recovery Plan Programs



\$8 million

Mortgage, rental, utility, and housing navigation services. Administered through Collier County CHS, Courts, and nonprofits.



\$1.5 million

Help for vulnerable individuals and families through services provided by nonprofit organizations.



\$5.75 million

Health and wellness promotion. Administered through David Lawrence Center, PLAN, and Togetherhood Collaborative.



\$5.1 million

Food security programs providing more access to homegrown, local and fresh foods through food banks & pantries. Administered through CFCC.



\$6.5 million

Small business resiliency and recovery grants. Administered by Collier County CHS Division and nonprofits.



\$2 million

Personal Protective Equipment and related COVID-19 prevention gear, such as masks, sanitizer, and filtration. Administered by Collier County Hospitals and CHS Division.



\$20.7 million

EMS Staff expenses and COVID-19 vaccination initiatives through 2026. Administered by Collier County.



\$9.2 million

Infrastructure including stormwater drainage improvements to alleviate flooding in neighborhoods and communities. Administered by Collier GM and Public Services.



\$335,000

Tourism marketing support to drive tourism and hospitality visits. Administered through Collier County Museums.



\$2.8 million

Community gardens, home gardens, 4-H youth development, and seasonal food demonstrations. Administered through Collier UF IFAS and Collier Museums.



\$7 million

Expanded educational programming for literacy, early childhood education, and internet access. Administered through Collier County Libraries.



\$5.85 million

Program administration, grant management technology, staffing, and subrecipient monitoring. Includes FGCU Evaluation services.

GOOD NEWS

Collier County commissioners unanimously approve apartment complex with affordable units

Collier County commissioners have taken a small step toward solving a big problem. On Tuesday, the board unanimously approved a new luxury apartment complex in North Naples that will include 70 units for essential workers with lower incomes, such as teachers, firefighters and nurses. -- *Published October 1 on Naples Daily News*

Letters to the editor for Tuesday, September 28, 2021 – Affordable housing needed

Regarding today's Board of County Commissioners meeting: Those who say that this property is incompatible with Collier County are being shortsighted: Not only does it meet all requirements, we also need more quality affordable housing, not less. – *Published on Naples Daily News*

New apartment complex with affordable housing coming to Collier County

The Collier County Board of Commissioners unanimously approved Tuesday a new apartment complex to be built in the county. The new 234-unit complex called Blue Coral Apartments will be built near Immokalee Road and Livingston Road. Seventy of those units will have lower rent for workers in fields like child care, nursing, and teaching. – *Published October 1 on NBC-2 and September 14 on WINK News*

From rental assistance to EMS bonuses, Collier sets plan for \$74 million from American Rescue Plan

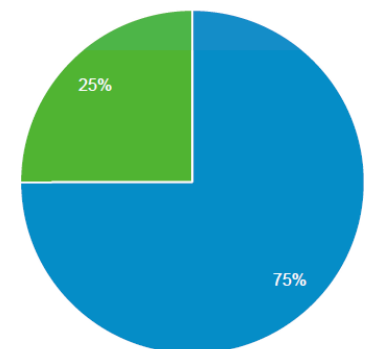
Collier has released a report detailing plans for spending more than \$74 million that the county received through the American Rescue Plan Act. The county's spending plan includes about \$28 million for public health efforts, \$21.5 million to combat negative economic impacts of the pandemic, \$9.8 million for services to disproportionately impacted communities, \$9.2 million for water and infrastructure upgrades and \$5.9 million for administrative costs. – *Published September 10 on Naples Daily News*

2021 WEBSITE HIGHLIGHTS

January 2021 Highlights

- 1,864 Total Visitors
 - 1,562 New Visitors (75%)
 - 302 Returning Visitors (25%)
- 3,077 Sessions
- 5,543 Pageviews
 - 2,229 (40%) - COVID-19 Relief (About CollierCARES Program)
 - 1,237 (22%) – COVID-19 Relief Applications (CollierCARES Applications Page)
 - 625 (11%) – Additional Resources
 - 472 (8.5%) - CollierCountyHousing.com (Homepage)
- Referrers: Google/organic search is the top referrer (610, 31%), direct traffic remains second top referrer (538, 27%) and the county's website (colliercountyfl.gov) remains the third highest referrer (493, 25%).

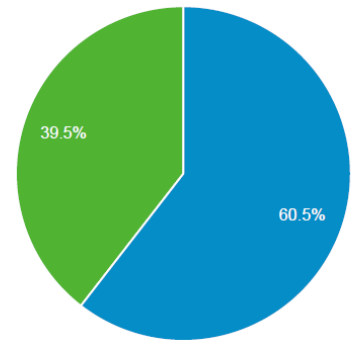
■ New Visitor ■ Returning Visitor



February 2021 Highlights

- 1,844 Total Visitors
 - 1,744 New Visitors (60.5%)
 - 100 Returning Visitors (39.5%)
- 4,383 Sessions
- Pageviews
 - 488 (8.9%) – Additional Resources
 - 153 (2.8%) – CollierCountyHousing.com (homepage)
 - 71 (1.3%) – Housing Options
- Referrers: Google/organic search is the top referrer (1,384, 59.35%), direct traffic remains second top referrer (304, 12.8%) and the county’s website (colliercountyfl.gov) remains the third highest referrer (31, 1.3%).

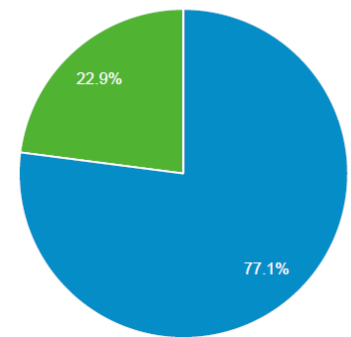
■ New Visitor ■ Returning Visitor



March 2021 Highlights

- 3,461 Total Visitors
 - 3,287 New Visitors (77.1%)
 - 174 Returning Visitors (22.9%)
- 5,407 Sessions
- 8,602 Pageviews
 - 5,144 (59.80%) – Community Assistance Program
 - 1,058 (12.3%) – CollierCountyHousing.com (homepage)
 - 713 (8.29%) – Additional Resources
- Referrers: Direct is the top referrer (1,990, 51.99%), Google/organic search is the second top referrer (698, 18.23%), and the county’s website (colliercountyfl.gov) remains the third highest referrer (348, 9.09%)

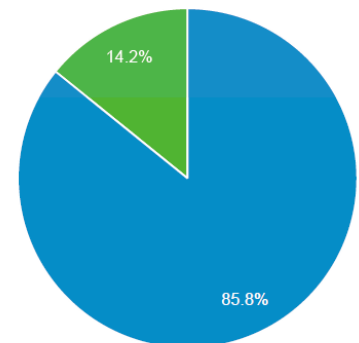
■ New Visitor ■ Returning Visitor



April 2021 Highlights

- 6,551 Total Visitors
 - 6,131 New Visitors (85.8%)
 - 420 Returning Visitors (14.2%)
- 8,503 Sessions
- 13,815 Pageviews
 - 11,440 (82.8%) – Community Assistance Program
 - 625 (4.5%) – Additional Resources
 - 383 (2.7%) – CollierCountyHousing.com (homepage)
- Referrers: Direct is the top referrer (3,967, 58.6%), the county’s website (colliercountyfl.gov) is the second top referrer (730, 10.8%), and ad.doubleclick.net is the third highest referrer (619, 9.1%). The “ad.doubleclick.net” is a referral from Google ads and is a result of the digital ad campaign. Also, if you review the full analytic report “All website data, all traffic” you will see additional referral sites from the digital ad campaign (cross platform display banners.)

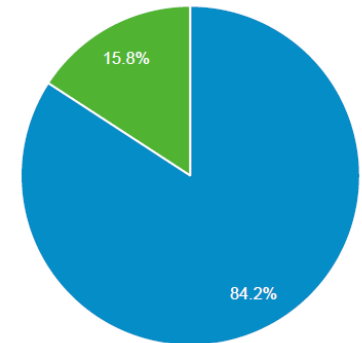
■ New Visitor ■ Returning Visitor



May 2021 Highlights

- 5,023 Total Visitors (decrease 1,528)
 - 4,678 New Visitors (84.2%)
 - 345 Returning Visitors (15.8%)
- 6,831 Sessions (decrease 1,672)
- 12,076 Pageviews (decrease 1,739)
 - Top Three:
 - Community Assistance Program – 9,205 (76.2%)
 - CollierCountyHousing.com (homepage) – 1,215 (10.1%)
 - Additional Resources – 458 (3.8%)
- Referrers: Direct remains top referrer (3,048, 57.4%), the county’s website (colliercountyfl.gov) remains the second top referrer (591, 11.1%), and Google/organic is the third highest referrer (581, 11%).

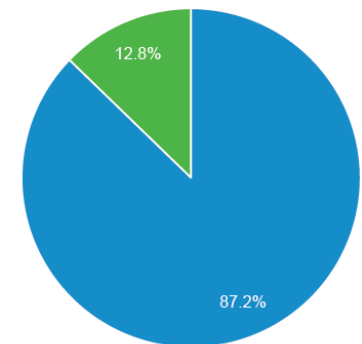
■ New Visitor ■ Returning Visitor



June 2021 Highlights

- 4,769 Total Visitors (decrease)
 - 4,513 New Visitors (87%)
 - 256 Returning Visitors (13%)
- 6,404 Sessions
- 11,022 Pageviews
 - Top Three:
 - Community Assistance Program, 9,305 or 84.4%
 - Community Assistance Program FAQs, 409 or 3.7%
 - CollierCountyHousing.com (homepage), 381 or 3.5%
- Referrers: Direct remains the top referrer with 2,739 (56%), Google/organic is second with 547 (11%) and the county’s website (colliercountyfl.gov) shifted to third with 523 (10.7%).

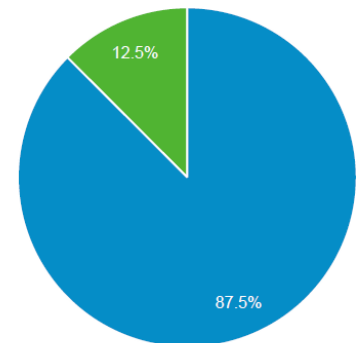
■ New Visitor ■ Returning Visitor



July 2021 Highlights

- 4,550 Total Visitors (decrease)
 - 4,302 New Visitors (87.5%)
 - 248 Returning Visitors (12.5%)
- 6,031 Sessions
- 10,428 Pageviews
 - Community Assistance Program, 8,549 (82%)
 - Community Assistance Program FAQ, 461 (4.4%)
 - CollierCountyHousing.com (homepage), 426 or 4.1%
- Referrers: Direct remains the top referrer with 2,677 (57%), Goggle/organic is second with 572 (12%) and the county’s website (colliercountyfl.gov) was third with 491 (10.5%)

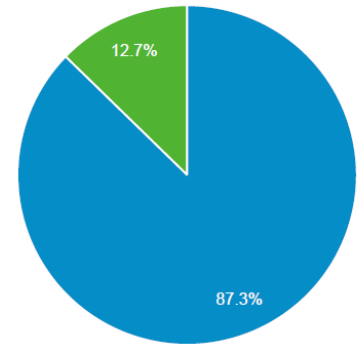
■ New Visitor ■ Returning Visitor



August 2021 Highlights

- 6,023 Total Visitors (increase!)
 - 5,754 New Visitors
 - 269 Returning Visitors
- 7,542 Sessions
- 12,879 Pageviews
 - Community Assistance Program, 10,162 (79%)
 - Local Fiscal Recovery Plan, 564 (4%)
 - CollierCountyHousing.com (homepage), 554 (4%)
- Referrers: Direct remains the top referrer with 3,617 (58%), Google/organic is second with 783 (13%) and the county's website (colliercountyfl.gov) is third at 556 (9%).

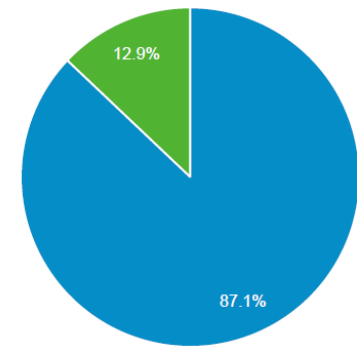
■ New Visitor ■ Returning Visitor



September 2021 Highlights

- 4,768 Total Visitors (decrease)
 - 4,491 New Visitors
 - 277 Returning Visitors
- 6,179 Sessions
- 10,723 Pageviews
 - Community Assistance Program, 8,935 (83%)
 - CollierCountyHousing.com (homepage), 466 (4%)
 - Community Assistance Program FAQs, 272 (2.5%)
- Referrers:
 - Direct remains the top referrer with 2,801 (57%)
 - Google/organic remains second with 704 (14%)
 - Collier County's website remains third with 404 (8%)

■ New Visitor ■ Returning Visitor



COLLIER COUNTY HOUSING OPERATIONS AND GRANT DEVELOPMENT STAFF



Kristi Sonntag

Director, Community and Human Services
Kristi.Sonntag@colliercountyfl.gov

Jacob LaRow

Manager, Housing, Grant Development & Operations
Jacob.LaRow@colliercountyfl.gov

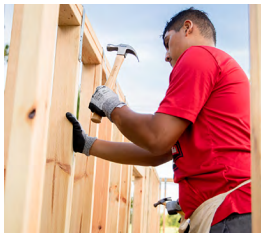


Hilary Halford

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Senior Grants Coordinator
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Karina Bardales

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COLLIER COUNTY CONTACT INFORMATION

Collier County Community and Human Services Division
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Naples, FL 34112

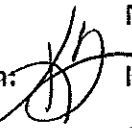
Phone: **239-252-CARE (2273)**

Email: **housinginfo@colliercountyfl.gov**

Website: **CollierCountyHousing.com**



Memorandum

To: Mark Isackson, County Manager
From:  Kristi Sonntag, Director, Community and Human Services
Date: October 14, 2021
Subject: Affordable Housing Advisory Committee (AHAC) Hybrid Remote Public Meeting Request

On October 1, 2021, CMA #5411, Hybrid Remote Public Meetings was distributed to county staff to provide instructions for hybrid remote public meetings that may be conducted to facilitate the telephonic or remote participation of members of boards, committees, agencies, staff, consultants, and the public.

On October 4, 2021, the Affordable Housing Advisory Committee (AHAC) voted unanimously to seek approval to continue to conduct hybrid remote meetings. To date only one committee member has elected to participate remotely, and no members of the public have registered to speak via remote access. However, over the past year 32 community members at large participated in-person at the meetings.

Therefore, the AHAC is seeking no change in the current process. The current process is as follows:

- The monthly AHAC public meeting shall continue to be noticed no later than the Friday before the scheduled meeting. The hybrid remote public meeting notice will include:
 - The date, address, location and time of the meeting.
 - The web address for hybrid meeting access.
 - Directions on how to register in advance for the hybrid public meeting and the deadline for such registration will be included in the meeting notice.
 - The public notice for each hybrid remote public meeting will include the following:
 - *"Remote participation is provided as a courtesy and is at the user's risk. The County is not responsible for technical issues."*
 - An address e-mail address, and telephone number where an interested person may write or call for additional information will be provided.
- The meeting will convene at the time and place in the notice and an in-person quorum will be required for the committee to conduct a formal public meeting.
- The participation of absent members by communications media technology (CMT) is permissible when the committee has an in-person quorum and the members who are present provide a majority vote to allow the absent member(s) to participate, with voting restrictions, by CMT.
- Members of the public who have registered to speak and are participating in-person will be allowed to speak during the public comment portion of the hybrid public meeting.

- Members of the public who have registered to speak and are participating remotely will be allowed to speak during the public comment portion of the hybrid public meeting. Remote public comment participants will be placed in a queue on a first-come, first-serve basis, and will be notified by a member of County staff when they will be permitted to speak.
- All speakers participating electronically must be recognized by the Chair prior to speaking, and no more than one person will speak at the same time.
- To facilitate the orderly conduct of the meeting, the County will “mute” or otherwise disable the lines of members of the public until such time as they are recognized to speak.
- All individuals participating in hybrid remote public meetings must identify themselves each time they speak.
- All public comment in the hybrid remote public meeting will be limited to a maximum of three (3) minutes unless the Chair, in their discretion, allows additional time.
- Remote participants will not be allowed to receive speaking time from another speaker or to provide speaking time to another speaker.

The following information is provided as required through CMA #5411:

- AHAC county staff points of contact are:
 - Hilary Halford, hilary.halford@colliercountyfl.gov, 239-252-2670, Primary Contact
 - Barbetta Hutchinson, barbetta.hutchinson@colliercountyfl.gov, 239-252-4228
Secondary Contact
- Staff attending AHAC meetings includes:
 - Kristl Sonntag, CHS Director
 - Jacob LaRow, Housing, Grant Development and Operations Manager
 - Hilary Halford, Senior Housing & Grant Coordinator
 - Susan Golden, Senior Housing & Grant Coordinator
 - Barbetta Hutchinson, CHS Operations Coordinator
- The meeting is scheduled to take place the first Monday of each month, unless it falls on a holiday at which time it will move to the second Monday of the month, at 8:30 a.m. in the Human Resources Training Room – Building ‘B’.
- The AHAC meeting is not televised and therefore no Communication or Television Operations Manager will be necessary to facilitate the monthly meeting. However, CHS staff will seek appropriate training from the Communications and Technology to ensure the required hybrid remote meeting technology is properly utilized by CHS staff.

On July 1 of each year, CHS staff will prepare a report as required through the CMA to determine if the hybrid remote meeting utilization should be reauthorized.

The County Attorney’s Office has reviewed the proposed process to ensure that all CMA requirements have been met.

If you approve the Affordable Housing Advisory Committee (AHAC) Hybrid Remote Public Meeting Request as outlined above, please Initial below.

Mark Isackson, County Manager, _____
(initials)

As always, should you have any questions or need more information, please do not hesitate to let me know.

SAB, ACA
CAO
11/12/21

Jessica Brinkert	year-round
Gary Hains	year-round
Laura Kerckhoff	year-round
Janet Fisher Miller	year-round
Mike Randall	year-round
Jonathan Foerster	year-round
Jan Guben	6-9 months
Stephen Teaford	6-9 months
BeBe Kanter	year-round
John Stuart Edwards	year-round

Jessica
Brinkert

X

X

X

X

X

X

X

X

X

Gary
Hains

X

X

X

X

X

X

X

X

X

Laura
Kerckhoff

X

X

X

X

Janet
Miller

X

X

X

X

X

X

X

X

Mike
Randall

X

X

X

Jonathan
Foerster

X

X

X

X

X

X

Jan
Guben

X

X

X

X

X

X

X

X

Stephen
Teaford

X

X

X

Bebe
Kanter

X

X

John
Stuart
Edwards

X

AHAC Vacancies Tie-Breaker Ballot

- A. Gary Hains
- B. Jessica Brinkert
- C. Janet Miller
- D. Jan Guben

Please write the letter corresponding to your preferred candidate(s) in the lines below.

1. _____

2. _____

3. _____

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 COUNTY COMMISSION

SUBMITTED TO: Rob Dearduff
FLORIDA HOUSING FINANCE CORPORATION

DATE SUBMITTED: 12/14/2021

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 Statues, 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 official and May 25, 2021 Resolution 2021-106

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 ADD new appointee		
10 ADD new appointee		
11 ADD new appointee		

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 incorporates 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, the AHAC makes these recommendations to the County Commission that it incorporate into its housing strategy the following:

RECOMMENDATION 1

Meeting Synopsis: The County's Affordable Housing Advisory Committee (AHAC) has reviewed various staff and consultant (Johnson Engineering) recommendations to provide development standards and regulatory relief for housing that is affordable. Eight (8) development standard deviations were approved by the BCC via Ordinance #2021-05 on February 9, 2021. AHAC has reviewed and provided input on four (4) additional initiatives during the 2nd and 3rd quarters of 2021.

Existing Strategy: None

AHAC Recommendation: Adoption of four (4) Regulatory Relief Initiatives spearheaded by CHS consultant, Johnson Engineering. These Initiatives include (a) permit housing that is affordable by right in Commercial Zoning Districts, (b) increase allowed density in Activity Centers from 16 du/ac to 25 du/ac, (c) for any properties designated as Strategic Opportunity Sites (SOS) allow a maximum density of 25 du/ac, (d) establish a policy to encourage higher density along transit corridors.

Schedule for Implementation: These 4 initiatives are currently under staff review. Proposed public hearings before the Planning Commission and BCC are anticipated in the second quarter of 2022.

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: Issue was discussed on September 13th and October 4, 2021. One AHAC member indicated that Pasco County has successfully used Accela Automation software to manage coordination of all elements of process and approvals for property development. These changes have cut review times and cost for development and have led to greater interest and participation by builders and developers in Pasco County.

Existing Strategy: Collier County has had an Expedited/Fast Track permitting process in place for housing that is affordable since 2007. Based upon AHAC and community stakeholders' input during the development of the 2017 Community Housing Plan (CHP), the Expedited Permitting process was reviewed and updated with the adoption of Resolution 2018-40 on February 27, 2018.

AHAC Recommendation: No changes recommended at the present time.

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: Impact Fees were discussed September 13th and October 4, 2021. Some members were aware of communities that base impact fees on the square footage of each home, thereby having a lower impact fee for housing that is affordable. Other members indicated that discounting impact fees would be helpful for reduction of the total cost of homes that are affordable. However, eliminating impact fees can lead to a structure which does not provide enough revenue to provide the basic infrastructure necessary to cover the cost of streets, water, sewer, etc. Homes that are affordable should make a contribution to the infrastructure of the community. Other members have noted that the current Impact Fee Deferral system does not work well for affordable rental housing development and should be modified to better match the financing timeframes of Low Income Housing Tax Credit (LIHTC) properties and other affordable rental developments.

Existing Strategy: Collier County has had an Impact Fee Deferral program in place for housing that is affordable since the late 1980s. Based upon recommendations from the 2017 Community Housing Plan, the Impact Fees Deferral program was modified and improved via Ordinance #2018-28 on February 27, 2018.

AHAC Recommendation: In 2022, review opportunities to increase the length of the deferral period for rental housing to provide consistency with various financing sources.

Schedule for Implementation: During the first quarter of 2022, consider fact finding and rental housing developers needs related to the existing Impact Fee Deferral program. Determine when Collier County consultant is scheduled to review countywide Impact Fee programs.

FLEXIBLE DENSITIES

Meeting Synopsis: Densities have been discussed in relationship to the Johnson Engineering regulatory relief proposals in the spring and summer of 2021 and at the September 13th and October 4, 2021 meetings. One member of AHAC wanted to ensure that green space would continue to be a requirement along the transit corridors. Development of up to twenty-five units per acre, without provision for significant green space of any kind, may cause public outcry against "excessive urbanization", which may be considered out of character for Collier County.

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 1990 Ord.#90-89. As a result of the 2017 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: Recommend approval of the proposed regulatory relief initiatives to increase density in Activity Centers from 16 du/ac to 25 du/ac, on sites designated as Strategic Opportunity Sites allow a maximum density of 25 du/ac and adopt a Transportation Policy to prioritize higher density along transit corridors.

Schedule for Implementation: It is anticipated that these proposed increases in density may be heard by the Planning Commission and the BCC in the first quarter of 2022.

RESERVATION OF INFRASTRUCTURE CAPACITY

Meeting Synopsis: Collier County does not reserve infrastructure capacity.

Existing Strategy: Collier County does not reserve infrastructure capacity.

AHAC Recommendation: No changes are proposed.

Implementation: None

PARKING AND SETBACK REQUIREMENTS

Meeting Synopsis: These topics have been discussed since the development of the Community Housing Plan (CHP).

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: No changes are recommended at the current time.

Schedule for Implementation: None

AFFORDABLE ACCESSORY RESIDENTIAL UNITS

Meeting Synopsis: Accessory Dwelling units are discussed from time to time when a news article is shared with AHAC members. During the September and October 2021 meetings, the following comments were received from AHAC members: There is an opportunity to create affordable housing by exploring the idea of allowing accessory dwellings in the Estates area (eastern Collier Co). It appears Pasco decided to explore the idea in 2018, while Sarasota seemed non-committal but perhaps willing to review the idea and Palm Beach allows it. I'd be interested to know where Pasco and Sarasota are on the topic at this time. Developing accessory dwelling units, while useful, are likely to be significant only for the ranchette properties in the county. The existing four units per acre properties which comprise most neighborhoods in the county aren't big enough to have space for these residences

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: There is no consensus at the present time on this issue, but Accessory Dwelling Units should come back to AHAC at a future date with more information on Pasco, Sarasota, Palm Beach counties and

the City of Rockledge “cottage homes”.

Schedule for Implementation: Additional information and AHAC discussion should occur in the second quarter of 2022.

FLEXIBLE LOT CONFIGURATIONS

Meeting Synopsis: This strategy was discussed extensively with the adoption of the 2017 Community Housing Plan. At that time, it was recommended that the County consider adopting some elements of “smart code”. Through this process, amendments were made to the Land Development Code in February 2021 with the adoption of Ord. 2021-05.

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 but is allowed by right.

AHAC Recommendation: No new recommendations at the present time.

Schedule for Implementation: None

MODIFICATION OF STREET REQUIREMENTS

Meeting Synopsis: As part of the regulatory relief proposed in the 2017 Community Housing Plan, modifications to street requirements have been discussed in 2019-2021.

Existing Strategy: Historically, 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. In February 2021, Ordinance 2021-05 added a new section to the LDC to allow design deviations for housing that is affordable, including modifications to internal, privately maintained roadways and sidewalks.

AHAC Recommendation: No new recommendations at the present time.

Schedule for Implementation: None

PROCESS OF ONGOING REVIEW

Meeting Synopsis: AHAC discussions on this topic included the following comments: Ongoing implementation and enforcement for new processes and Land Development Code require permanent dedicated County staff. Any changes made will require monitoring to ensure the rules continue to be followed. In addition, educating and promoting a favorable environment for developers and builders will draw more partners into working in the County. Closer coordination between GMP, zoning, planning and CHS is critical for the success of process changes and approval for developments. The silos currently in place need to be broken down. The new coordination created will reduce or eliminate many of the repeated review cycles which are required today.

Existing Strategy: Community & Human Services staff monitor 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: No changes are purposed at this time.

Schedule for Implementation: None

PUBLIC LAND INVENTORY

Meeting Synopsis: Public lands discussion has occurred regularly at AHAC meetings since 2018. This is a topic of great interest to AHAC members.

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 operations or program mandates. Available properties are presented to the BCC and advertised for sale in the local newspaper.

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. In 2019, through an ITN process, the County selected McDowell Housing Partners to construct 82 units of affordable rental housing.

During 2018-2019, the Board of County Commissioners decided not to move forward with proposals for the Manatee site.

In 2019, the County acquired the defunct Golden Gate Golf Course. In 2020 through an ITN process, 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 a 99-year land lease with the County.

AHAC Recommendation: AHAC members have discussed revisiting the Manatee property at a future date. The Committee drafted a letter to the County Commissioners requesting that they reestablish the joint Parks and Recreation & AHAC subcommittee to review the feasibility of co-locating a park and housing that is affordable on this large parcel. The BCC adopted Resolution 2018-39 to encourage the collocation of public facilities and housing that is affordable.

Schedule for Implementation: AHAC will continue to request meetings with the BCC, Parks officials and advisory board to discuss the Manatee property.

SUPPORT OF DEVELOPMENT NEAR TRANSPORTATION HUBS

Meeting Synopsis: Discussed during the spring and summer of 2021 as part of the consultant's, Johnson Engineering, regulatory relief, and development standards modifications to the LDC.

Existing Strategy: This issue was reviewed during the development of the 2017 CHP 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.

AHAC Recommendation: Approve the recommended new policy for the Transportation Element to prioritize higher density along transit corridors ranging from 13 du/ac to 25 du/ac.

Schedule for Implementation: This recommendation is currently under staff review and is anticipated to be heard by the Planning Commission and BCC during the first quarter of 2022.

MINUTES OF
THE COLLIER COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
TRUST FUND SUB-COMMITTEE
October 4, 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 10:43 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
 John Harney
 Steve Hruby

Excused: Mike Prioletti

Unexcused:

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

OTHERS PRESENT: Michael Puchalla, H.E.L.P.

Mary Waller called the meeting to order at 10:43 a.m.

Litha Berger motioned to approve the agenda and the minutes from the last meeting, Steve Hruby seconded and the vote was 4-0 in favor.

Litha Berger visited other counties including Pinellas. She found out that the general fund was used to fund the trust fund in those counties. The group discussed the incentive report. In addition to the general fund, surtax dollars and conversion fees should be added to the incentive list.

The draft of the incentive report was reviewed. According to Susan's timeline, this will be presented to the BCC in February. Litha Berger asked staff to invite Crystal Kinzel to the next meeting on November 1st so we could ask her some questions regarding possible revenue sources for the Trust Fund. Mary Waller said that we should put all the possible sources in the report and let the County Attorney and the Board figure out what can and cannot be used.

Michael Puchalla will attend the October 12th meeting regarding the Surtax to find out what is happening on that front.

Litha Berger will set-up a meeting with the Community Foundation to discuss getting the trust fund on their possible donation list.

At the next AHAC meeting we will bring up to the committee about holding a forum to bring in developers to discuss affordable housing and what it would take for them to participate.

Steve motioned to adjourn the meeting and John seconded. The meeting was adjourned at 11:33 a.m.

NEXT MEETING: THE NEXT MEETING WILL BE HELD NOVEMBER 1, 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" .

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 BCC 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 early 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:

GOAL: Designate \$10 million dollars annually from General Funds to the local Housing Trust Fund for the next 10 years.

POTENTIAL DEDICATED REVENUE SOURCES:

Revenue Categories			
Taxes & Fees	Interest on Market & Government Accounts	Government-owned Property & Repayments	Other
<p>General Funds – In Florida, Hillsborough, Pinellas & Orange counties dedicate 10 million a year for 10 years to their local Housing Trust Funds.</p> <p>Other States that use General Fund for their HTFs include Louisiana, Maryland, Virginia, Washington, Michigan, and Ohio.</p> <p>Cities that use General Fund for HTFs include Lexington & Louisville, KY; Savannah, GA, Evansville, IN, Helena, MT and Juneau, AK</p>	<p>Interest on market accounts including real estate escrow accounts; title escrow accounts</p>	<p>Proceeds from the sale of government owned property to be placed in Housing Trust Fund (HTF)</p>	<p>Public/Private Partnership & private philanthropy.</p> <p>Develop a Friends of Workforce Housing for large employers, financial institutions, foundations and other. The County’s HTF is not a nonprofit. Need an entity that can hold funds and provide tax benefit to donors. (nonprofit, foundation, land trust)</p>
<p>Sales tax – Used in Colorado & Ohio to fund HTFs.</p> <p>Collier County voters approved 1 cent surtax 2018. The County Surtax earmarked 20 million for affordable workforce housing construction & land acquisition.</p>	<p>Interest on government accounts including rainy day fund, unnamed/unclaimed property fund</p>	<p>Income from the lease or operation of government owned property (i.e. proceeds from Paradise Sports Complex & other facilities)</p>	
<p>Housing Linkage Fees on new non-residential construction funds HTFs in CA, CO, Maryland, Virginia & 3</p>		<p>Reserve funds from bonds; long-term loan or debt security issued by corporations or</p>	

<p>communities in FL - Jupiter, Coconut Creek and Winter Park <i>(verify/add others??)</i></p>		<p>government; General Obligation bonds</p>	
<p>Tax Foreclosure Sales fee in Michigan funds HTF. Increase fee with a portion going to HTF. Question CAO: who has authority to increase local County court fees??</p>			
<p>Utility & Franchise fee increase. Need CAO to determine if feasible & process. Who has the authority to increase fees??</p>			
<p>Document Recording fees - collected in New Jersey, Pennsylvania, Washington, and used to fund Housing Trust Funds.</p> <p>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.</p> <p>In Michigan, a portion of the cost of evictions and foreclosures goes to an HTF</p>			
<p>Real Estate Transfer fees-What is definition? Is it different from doc stamp tax? Does it exist in FL?</p>			
<p>Permit fees- demolition/conversion</p>			

(Lake Forest & Highland Park, IL, Berkley, CA)			
Reviewed by not viable:			
Hotel/motel bed tax - correlation between tourism and increased need for affordable housing but not allowed under FS 125.0104(5) Requires State Legislative change			
Vehicle Registration Fees - increase fee & portion goes to local HTFs; would this require action by State Legislature – or Modify at local level???			
Current funding comes from:		Proceeds from the sale of County-owned surplus property	

Affordable Housing Advisory Committee funding recommendations to the BCC:

1. Provide 1% of the County’s General Fund budget into the local Housing Trust Fund to be administered by Community and Human Services Division **effective 10/1/2022 (or 10/1/23)**. These funds will be administered in accordance with Resolution 2018- 82 and 2019-207 and the existing annual CHS grant application cycle. Provide dedicated funding for a minimum of 10 years. OR reword to state:
Provide 10 million a year, for 10 years, from the County General Fund budget to the local Housing Trust Fund to be administered by Community and Human Services Division effective 10/1/2022.
2. Provide County authorization for the 20 million surtax funding for affordable workforce housing to be administered by Community & Human Services Division in coordination with the annual CHS grant application cycle. The 20 million in surtax funding should be placed in the Housing Trust Fund.
3. Authorize the staff to initiate the Purchasing solicitation process to retain a consultant to prepare a Nexus Study to evaluate the feasibility of a Housing Linkage Fee for new, non-residential construction.

These items need follow-up/discussion

Old notes/comments – delete or save to another location for reference.

Who will administer the 20 mil surtax funds 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???

It's my understanding that the entire \$20 million surtax funds can be placed in the LHTF. I suggest we recommend this to the BCC. (JH)

- *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 has been 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 6 months*
 - *Who is available to meet with each agency? When?*

I'm available to meet with the CBIA, NABOR, Chamber, etc. to promote the benefits for the community of funding the LHTF with linkage fees. We can prepare the framework for a PowerPoint presentation in a workshop with the committee. (JH)

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. Maybe 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 staff costs.)*
 - *Who will pursue contact with County Parks staff & Dan Rodriguez? Need Kristi/Jake to attend/coordinate meetings.*

Every activity described above is discretionary. Almost every taxing jurisdiction collects fees/taxes this way. I am willing to arrange meetings to discuss the benefits for the community of adding fees/percentage of revenues to tickets and programs. I can do this with Kristi or Jake. (JH)

- **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; Last Monday of the month at 9 a.m.*
- *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...?????*

Hope somebody attended the 9/27 meeting...I don't understand the need to have a bill passed, but am willing to help in the presentations in meetings to move this forward. (JH)

- 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

Sounds like a good idea, but need more information on how this might be done. (JH)

- **Vehicle Registration fees** in New Jersey include a portion allocated to Housing Trust Fund. In Florida who establishes County vehicle registration fees? Steve Hrubby 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 re: who has authority.

Registration fees are very low in Florida when compared with other states. Adding a dollar or two to current fees would hardly be noticed. (JH)

- Increase **utility and franchise fee** (electric, phone, cable, etc) by a small percentage (i.e .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)

This potential utility and franchise fee may reasonably be considered regressive for low and moderate income households. I am not in favor of this as a funding source. While a dollar added to the cost of registering a vehicle is similar, the once a year cost versus a repetitive fee could easily be viewed in a negative way. (JH – similar thoughts shared by Sheryl Soukup in 2020)

- In California and Iowa, **public/private investments** support their Housing Trust Funds
 - *Need more information on this source. Examples. How? Who can research????*

Michael Puchalla understands the nuances of the LTHF versus a 501c3 community land trust in this regard.

- **Private philanthropy** from individuals, financial institutions, large employers, foundations
 - Develop a “Friends of Workforce Housing” organization and develop membership/partnership with large employers & others. See Collier Child Care, etc for examples
 - Partnership with Community Foundation of Collier County, Schulz Family Foundation, others
 -

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/ January – April 2022

Finalize recommendations with AHAC at January 2022 meeting (*Is this realistic???*) or *May-June 2022*

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 Resolution 2019-207, October 22, 2019. *Is this realistic????????? Discuss in May -June 2022 or Sept-Oct 2022*

Request 10 million in general fund dollars in the FY23 budget effective 10.1.2022, and every year after for the next 10 years.

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 retain consultant to initiate a nexus study to determine a small linkage fee to fund the HTF