

APPROVED
AFFORDABLE HOUSING ADVISORY COMMITTEE
MIZELL CENTER – 1409 NW 6 STREET
2ND FLOOR AUDITORIUM
MONDAY, MAY 16, 2011 – 8:00 A.M.

Cumulative Attendance

Committee Members	Attendance	7/10 through 6/11	
		Present	Absent
Janet Riley, Chair	A	8	2
Jonathan Jordan, Vice Chair	P	9	1
Margie Alexander (8:11)	P	9	1
Jason Crush	P	6	3
Bradley Deckelbaum (8:10)	P	7	3
Peter Henn	P	9	1
Edwin Parke	P	4	1
Brian Poulin	P	9	1
Amanda Spangler-Bartle (8:10)	P	7	2
Rebecca Jo Walter	P	6	4
Roosevelt Walters	P	10	0

Staff

Susan Batchelder, Liaison, Housing and Community Development
Angelia Basto, Administrative Aide, Housing and Community Development
Jonathan Brown, Housing and Community Development Manager
Barbara Hartmann, Recording Secretary, Prototype, Inc.

Communications to City Commission

None.

Roll Call

The meeting was called to order at 8:07 a.m. Roll was called and it was determined a quorum was present.

Board / Staff Introductions

The Board and Staff members introduced themselves.

Approval of Minutes – April 18, 2011

Motion made by Mr. Walters, seconded by Ms. Walter, to accept the minutes of the April 18, 2011 meeting. In a voice vote, the **motion** passed unanimously.

Transmittal of Affordable Housing Plan to City Commission

Ms. Batchelder explained that the document has not yet been transmitted to the City Commission, as it was awaiting final changes until the previous week. She added that there had been some question as to the format of the presentation at the City Commission meeting.

Ms. Spangler-Bartle and Mr. Deckelbaum arrived at 8:10 a.m.

Jonathan Brown, Housing and Community Development Manager, said the report could be added to the City Commission's Conference Agenda in June or early July, although he cautioned that some items have been moved from one Agenda to the next. He asked for two target dates from the Committee, noting that once the report is accepted by the City Commission, it would then be added as an Agenda Item at a regular Commission meeting.

Ms. Alexander arrived at 8:11 a.m.

Vice Chair Jordan asked how many members of the Committee should plan to attend the Conference Agenda meeting. Mr. Brown said as many members as possible should attend, particularly the Chair or Vice Chair, who would discuss the report in detail with the Commission.

The Committee discussed the potential dates for presentation of the report, and arrived at a consensus for Tuesday, June 7, 2011. Mr. Walters urged all the Committee members to attend, even if they were not asked to speak regarding the report.

Mr. Brown explained that Staff would introduce the Committee and the report, and a member or members of the Committee would then speak directly to the City Commission regarding the document. Ms. Batchelder said that HCD would be in touch with the Committee via email between now and the Conference Agenda meeting.

Mr. Deckelbaum requested an update on the Committee's communication to the City Commission regarding surplus property. Ms. Batchelder recalled that the request had been for Staff to study the properties for appropriate disposal, and the Mayor had felt this was already being done.

Discussion on Goals and Work Plan

Ms. Basto distributed copies of the next steps as proposed by Mr. Deckelbaum. Mr. Deckelbaum explained that this was a list of steps the Committee would work with City Staff to implement. This paragraph had not originally been part of the

report. Mr. Henn characterized it as a “natural progression” of the Committee’s work.

Motion made by Mr. Henn, seconded by Mr. Crush, to add [the paragraph]. In a voice vote, the **motion** passed unanimously.

It was agreed that Staff would add the proposed next steps to the existing document.

Chair Jordan recalled there had been conversations regarding the Committee’s continuing work, including address of very low-income housing. Mr. Walters said he had not seen any money designated for affordable housing by the State legislature. Ms. Spangler-Bartle reported that the Sadowski Fund for affordable housing remains in place, although some funds, and the cap on the amount that can be taken from the fund, were removed. No funds were dedicated for housing this year, but the Florida Housing Finance Corporation has some leftover money from previous years. How this money will be spent throughout the state has yet to be determined.

Motion made by Mr. Henn to close all discussion on this point and move on the Agenda.

He explained that the Committee does not have control over what is done at the State or even the local level. The **motion** died for lack of second.

Ms. Spangler-Bartle said when only a finite amount of money is available, they could help prioritize how these dollars could be used by the City. Mr. Crush agreed that one priority could be the income brackets designated for rental assistance and home ownership assistance. Mr. Parke added that it is important to identify potential sources of funding, such as funds not being used by other City programs.

Mr. Brown said Housing and Community Development does not typically look for money, as they receive entitlement and stimulus funds; however, he pointed out that the City also has a Grants Department, which seeks money through various sources.

Ms. Spangler-Bartle added that there are sometimes funds that do not get spent and are returned to their source. She said the City could let the Committee know if there are any such funds left over from programs. Mr. Brown said this could be done, although he was not aware of any such leftover funds at this time other than some Community Development Block Grant (CDBG) dollars.

Ms. Spangler-Bartle pointed out that if the Commission adopted some of the Committee's recommendations, such as linkage fees and inclusionary zoning, these would be a potential source of local funding.

Mr. Brown noted that the City has received its estimate of Federal funding for this year, and the Committee could make recommendations on how to prioritize the use of these funds. He explained the Department is taking a draft item to the City Commission to request their direction on the programs they want to fund, and can provide recommendations to the Commission at that time.

He noted that federal HOME funds generally go "100% toward home ownership," but reiterated that they are open to recommendation.

Ms. Spangler-Bartle requested if Housing and Community Development already has recommendations for the City Commission on the use of these funds, these recommendations could be shown to the Committee. She observed that the City Commission seems to be focusing on home ownership, but has observed a great need for rental housing as well. Mr. Parke requested a full list of programs and the amount of funding they provided. Mr. Deckelbaum asked for historical data regarding what programs have received what funds over the last two years, and how much of this was dedicated vs. elective funding. Mr. Brown said this information would be sent to the members.

It was noted that the State Housing Initiative Partnership (SHIP) report, which is required by the City every three years, would be due at the end of the calendar year. Ms. Batchelder said this report would need to be brought to the City Commission in approximately October in order to be able to make final changes before it is submitted at year's end. Mr. Crush said this would be the Committee's next project.

Ms. Walter pointed out that the report is not seriously considered or read, and there is no money for SHIP consideration. Mr. Henn said a great deal of funding is set by statute; for the last SHIP report, the Committee reviewed the statutory requirements. He proposed that when the Committee gets feedback from the City Commission on its Implementation Plan, they could combine it with information from the previous SHIP report and put forth an updated report "relatively quickly," perhaps within a single meeting. Vice Chair Jordan requested that a copy of the previous SHIP report also be sent to the Committee members.

Motion made by Mr. Henn, seconded by Mr. Walters, that the Committee should meet at the next regularly scheduled meeting after [the report] gets considered.

Vice Chair Jordan noted that this meant there would not be a Committee meeting in June unless the report is added to the June 7 Conference Agenda. Mr. Brown

said he could not state for certain whether or not the report would be on the June 7 Agenda or would be rescheduled for a later meeting.

Vice Chair Jordan proposed if the Committee meets as scheduled in June, they plan to skip the July meeting in order to potentially accommodate members' vacation plans.

Mr. Henn restated his **motion** as follows: **motion** that we as a Committee will only meet at our regularly scheduled meetings if and only if the City Commission has taken up our Implementation Plan ...we would meet as a Committee the following regularly scheduled meeting after they consider this so we have guidance. In a voice vote, the **motion** passed unanimously.

After further discussion of scheduling, Mr. Henn asked to make the following **amendment** to his **motion**: this Committee will meet no matter what on August 15 at 8 o'clock in this room, regardless of whether they have a June or July meeting. Mr. Deckelbaum seconded the **amended** motion. In a voice vote, the **motion** passed unanimously.

Mr. Henn suggested that in the event Chair Riley did not receive sufficient notice to attend the appropriate Conference Agenda meeting and discuss the Implementation Plan, Ms. Spangler-Bartle and Mr. Deckelbaum could prepare to speak in support of the document. Both Ms. Spangler-Bartle and Mr. Deckelbaum said they would be able to help represent the Committee if a time certain could be determined for the presentation.

Ms. Walter pointed out that while the Committee may hope to receive direct feedback from the City Commission regarding the Implementation Plan, this did not occur the last time a report was presented to the City Commission. She stated they should be very clear that the Committee wants feedback on specific items included in the report. She agreed that a representative of the Committee should be prepared to request this feedback on each item.

Mr. Brown suggested that they might want to have another workshop meeting with the City Commission prior to the Conference Agenda meeting. Mr. Henn and Mr. Walters did not agree, as this would further delay the process of formally discussing the report. Mr. Henn said discussing the Plan at the meeting would give the Commission the opportunity to direct Staff to work with the Committee to potentially implement their suggestions.

Communications to City Commission

Ms. Batchelder confirmed that previous communications to the City Commission were heard and at times acted upon by the Commissioners. She cited the recent communication regarding the Sadowski Act as an example.

Other Business

Ms. Batchelder noted that because Mr. Crush was no longer affiliated with Habitat for Humanity, it changed his status regarding appointment to the Committee. His new employment is not related to labor, as dictated by his appointment. She noted that Committee appointments related to Planning, Nonprofit, and Development remain open at this time.

Mr. Walters said he has been appointed to the Transportation Management Association Board, which could require him to leave other Committees on which he is seated. He stated he is waiting on a ruling on this issue.

Ms. Walter noted it is possible to sit on multiple City committees but only one City board.

Good of the Order

None.

Adjournment

There being no further business to come before the Committee at this time, the meeting was adjourned at 9:06 a.m.

[Minutes prepared by K. McGuire, Prototype, Inc.]