COUNCIL ITEM 13N
DATE 9/12/11

# PORT ST. LUCIE CITY COUNCIL

Agenda Item Request

MEETING: CITY COUNCIL Regular X Special

DATE: September 12, 2011

Public Hearing ____ Ordinance ___ Resolution __Motion X

ITEM: Approve recommendations for members of the 2011 Affordable Housing Advisory Committee

RECOMMENDED ACTION: Review and approve attached applications and recommendations for appointment on the Affordable Housing Advisory Committee.

EXHIBITS: Resolution, Memo from Community Services Director and applications for membership on the Affordable Housing Advisory Committee.

SUMMARY EXPLANATION/BACKGROUND INFORMATION: All local governments receiving SHIP funding were required by the state to establish an Affordable Housing Advisory Committee. The City established its Committee in 2008, however, after making the recommendations on the required housing incentives the Committee held no further meetings. The state requires that we revive the Affordable Housing Advisory Committee to review and evaluate the implementation of the original Committee's recommendations every 3 years. The Committee bylaws allow for reappointment. Six original members of the Committee are recommended to be reappointed and five new members are recommended as the committee must be comprised of 11 members with specific position descriptions. The Community Services Director reviewed all applications and has made recommendations for each position based on knowledge of the applicant's qualifications because of prior contact through the Housing programs administered by the Department, or information from the application which qualified the applicant for the specific position on the committee.

IF PRESENTATION IS TO BE MADE, HOW MUCH TIME WILL BE REQUIRED?

SUBMITTING DEPARTMENT: Community Services DATE: 9/6/11

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City Manager's Office

# Memorandum

**To:** JERRY BENTROTT, CITY MANAGER

**C:** GREGORY J. ORAVEC, ASSISTANT CITY MANAGER

**From:** TRICIA SWIFT-POLLARD, COMMUNITY SERVICES DIRECTOR TSP

**Date:** SEPTEMBER 6, 2011

**Re:** AFFORDABLE HOUSING ADVISORY COMMITTEE APPOINTMENTS

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As you know, three years ago the state required that all local governments receiving SHIP funding must establish an Affordable Housing Advisory Committee to review specific housing incentives required by the state and make recommendations to the City Council. Council approved the original Affordable Housing Committee on June 9, 2008 and they made their recommendations in December 2008. We are further required to have an Affordable Housing Advisory Committee review and evaluate the implementation of the recommendations approved by Council every three (3) years. It is now time for the Committee to review the recommendations approved three years ago. I would like to ask for Council approval of the applications I am recommending for the specific positions required for the Committee before bringing back the implementing Resolution appointing those individuals.

After making their recommendations to the Council the original Affordable Housing Advisory Committee held no further meetings. The Affordable Housing Committee bylaws provide that Committee Members may be reappointed for additional terms. As I mentioned, all members of the Affordable Housing Committee must fit very specific position descriptions. We contacted the original members of the Committee and of the eleven (11) original members, six members (6) agreed to be reappointed, and still qualify for their original positions on the Committee.

We placed advertisements asking for applications for the remaining five (5) open positions on the Committee. We received many excellent applications, however, keeping in mind that these positions require specific qualifications, I am recommending the following individuals for the Affordable Housing Advisory Committee: (Please note, the five (5) applicants with a star (*) by their name are the new applicants. The original Committee members for these five positions either left the area, left a qualifying position or were not interested in reappointment.)

| Name | Position: A citizen who is: | Recommendation |
|---|---|---|
| John Groza, | "Actively engaged in residential home industry in connection with affordable housing". | Local affordable housing building home builder, has been active with PSL SHIP program. |

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| *Teresa Idzior | "Actively engaged in the banking or mortgage banking industry in connection with affordable housing." | Senior VP & CRA Officer, Seacoast Nat. Bank, Lending Consortium Chairperson. |
| *Nick Theodore | "Representative of those areas of labor actively engaged in home building in connection with affordable housing" | Works with Green Collar Task Force project in SLC. Rep for Carpenters Local 79 |
| Louise Hubbard | "Actively engaged as an advocate for low-income persons in connection with affordable housing." | Ex. Dir. of TC Homeless Services Council, actively involved in securing affordable housing for low-income families. |
| Alberto Munoz | "Actively engaged as a for-profit provider of affordable housing" | Built Affordable Housing Project in PSL with HHRP funding. |
| Schonna Green | "Actively engaged as a not-for-profit provider of affordable housing." | Ex. Dir. MISS, Inc., non-profit affordable housing developer and service provider for low income women with children. |
| *Robin Dew | "Actively engaged as a real estate professional in connection with affordable housing." | Active Realtor with NSP Program |
| Susan Engel Parks | " Actively serves on the local planning agency pursuant to s.163.3174. | PSL Planning and Zoning Board Chairperson |
| *Melanie Poole | "Resides within the jurisdiction of the local governing body making the appointments." | Legal Aid Attorney working with client foreclosure issues. |
| *Glenda Matesic | "Represents employers within the within the jurisdiction." | Director of Programs for Workforce Develop. Board |
| Kevin Matyjaszek | "Represents essential services personnel, as defined in local housing assistance plan. | SLW Utilities employee and contractor |

We received fourteen (14) applications for the five (5) open positions. All applications are attached. These recommendations are a result of either my personal knowledge of the individual's qualifications for the position and/or application information that makes them uniquely qualified for the position. For the position listed as "Resides within the jurisdiction" obviously any resident could qualify for that position, I am recommending Ms. Poole because of her position as a Legal Aid Attorney working on foreclosure issues which we think would be extremely useful to this committee.

The committee is required to review and evaluate the implementation of the recommendations made by the previous Affordable Housing Advisory Committee on affordable housing incentives in the following areas:

**(a)** The processing of approvals of development orders or permits as defined in s.163.3164(7) and (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.

The advisory committee evaluations also include any other affordable housing incentives recommended by the previous Affordable Housing Advisory Committee and approved by Council.

Please advise if you have any questions or require additional information.