

**SEMINOLE COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)
MEETING MINUTES
September 16, 2021 at 2:00 p.m.**

1. Call to Order

Scott Culp, Committee Chairman called the to order at 10:00 a.m.

- **Committee Members Present:** Scott Culp, Committee Chairman, Kenneth Bentley, Committee Vice-Chairman, Comm. Jay Zembower, Kim Fogle, Silvia McClain, Robin Roklowski, William Jackson, Shannon Seiple, Gloria Payne, Penny Seater, and.
- **Committee Members Absent:** Yvette Hernandez
- **Staff Members Present:** Stacey Smithwick, Community Development Division Manager; Bonnye Deese, Community Development Specialist; Tadine Diaz, Project Manager II; Jessica Rodriguez Garcia, Project Coordinator, Robbie McHugh, Assistant County Attorney
- **Guest Present:** Kelly Pisciotta, Habitat for Humanity of Seminole County & Greater Apopka; Brett Green, Archway Partners

2. Introductions

Roll Call was conducted, and a quorum was confirmed. Mr. Culp welcomed the committee members and all in attendance. New AHAC member Gloria Payne from Mortgage Equity Partners was introduced by Bonnye Deese, who confirmed Ms. Payne would be replacing Mr. Georges St. Pierre as the mortgage lender on the committee. Ms. Payne stated that she appreciated the opportunity to be part of AHAC members. She has over 15 years mortgage lending experience, she has worked with Seminole County Down Payment Assistance Program for years and previously served two terms on the AHAC in 2012.

3. Approval of Minutes - January 30, 2020 and April 1st, 2021

Mr. Culp presented January 30, 2020, and April 1, 2021 Meeting Minutes for Committee approval. Motion to approve both the January 30, 2020 and April 1, 2021 Meeting Minutes was made by Commissioner Jay Zembower and Seconded by Mr. Kenneth Bentley. Minutes were unanimously approved.

4. Archway Partners Presentation – Brett Green, President & Managing Principal - Monroe Place (80-unit Senior Rental 9% Tax Credit Development)

Mr. Brett Green of Archway Partners presented the 80-unit senior rental tax credit project to the AHAC. Mr. Green stated the project has been approved for the 9% tax credit from the Florida Housing Finance Corporation and is located 0.5 miles from the Sanford Sunrail Station, which is within the city limits of the City of Sanford. The total project cost is \$21 million, and the project has been identified \$15.3 million of tax credit equity and private financing. The project has a 5% gap in its budget, due to the increase cost of materials and is seeking Seminole County support to cover the gap.

Ms. Smithwick explained that Seminole County Community Development is studying the possibility to support this project to fill the gap through varying funding programs. SHIP or HOME funds may be used; however, CDBG fund cannot be used for this project because it is located within the Sanford city limits. The City receives its own CDBG allocation, which prohibit the County for using any County CDBG funds.

Mr. Green fielded questions from the Committee members regarding the projects shovel-readiness, to whom and how will the units be marketed upon completion, and whether they had reach out to the City of Sanford for assistance to help close the financing gap. He confirmed that site clearance and underground infrastructure work is underway, and the architectural plans have been completed and have been submitted to the City for permitting. The project construction timeframe to be 15 months. He anticipates receiving the building permits by February 2022, with the first residents moving in the second quarter of 2023.

Mr. Green confirmed there is no provision to limit the unit to Seminole County residents. However, 90 to 120 days prior to completion, Archway Partners will work with local agencies and non-profits organizations to market the units to eligible individuals. The applicants need to meet the income qualification, background checks, and compliance. If they received more applications that qualify than units, applicants will be selected by lottery.

Mr. Green mentioned he hadn't coordinated a possible partnership with the City of Sanford to allocate funds to the project. Commissioner Zembower stated he would like to for the City of Sanford to be involved before making a recommendation to fund the project. He also recommended that staff assist Mr. Green with coordinating a meeting with the City to discuss the possibility of the City committing ARPA funds to the project. Mr. Culp agreed and also stated he would like to see the credit underwriting results prior to recommending the project for County funds.

Ms. Stacey Smithwick also mentioned Archway Partners should apply for any open RFA's that the project may be eligible for through Seminole County.

Ms. Smithwick will bring this topic to the AHAC agenda once the City of Sanford gets involved in this project.

5. Discussion Items

- **FY2021-2022 SHIP Allocation \$3,165,125 – Stacey Smithwick**

Ms. Smithwick confirmed the SHIP Annual Report, FY2018-2019 closeout is completed and approved by the State. Currently, Community Development staff are working to spend the SHIP FY2019-2020 funds, and the FY2020-2021 funds have been encumbered. The FY2021-2022 funds have been approved, and the bank deposit is pending.

Ms. Smithwick provided an illustration on how the \$3,165,125 FY2021-2022 SHIP funds will be distributed. She also explained that the majority of FY2021-2022 funds are allocated to owner-occupied rehabilitation and reconstruction projects. The allocation was determined

due to the State not releasing that year's funding because of the coronavirus pandemic. As a result, applicants have been on the wait list for nearly two years in unsafe homes.

Ms. Gloria Payne appreciated Ms. Smithwick's efforts to revise the Purchase Assistance policy to allow up to \$5,000.00 for repairs to units being purchased by first-time homebuyers.

- **American Rescue Plan (APRA) Funding**

Ms. Smithwick also discussed the \$2,000,000 American Rescue Plan (APRA) funding allocation for Affordable Housing. Currently, the County has not finalized its plan to expend the funds. The Board of County Commissioners has a list of strategies for Attainable Housing it would like to include:

- Attainable Housing Initiative funding
- Provide up to \$20,000.00 in down payment assistance for "workforce" first-time homebuyers with incomes between 120% and 140% AMI
- 3500 South Sanford Avenue (CLT Development*) Project
- Provide "Gap" funding for affordable housing developers applying to the FHFC for 9% Tax Credit funding the have an additional funding gap in their projects.
- Impact fee relief credit
- Land Banking (CLT Development*)

Commissioner Zembower stated he would like for members of the AHAC and other developers provide strategies for how the funds should be expended. Mr. Culp recommended adding leveraging ARPA funds with other types of funding as a strategy.

- ***Community Land Trust RFP Selection Committee**

Ms. Deese informed the AHAC about the open Request for Proposals for Community Land Trust organizations to develop County-owned surplus land. Community Development staff is also seeking AHAC members to serve on the RFP Selection Committee. Commissioner Zembower nominated both Mr. Culp and Mr. Bentley to serve on the Selection Committee. Each of them agreed.

- **Reports & Plans – Bonnie Deese**

Ms. Bonnie Deese informed the committee that the current Local Housing Assistance Plan (LHAP) expires in May 2022. Beginning January or February 2022, and the AHAC will start to discuss additional strategies to update the current plan, and how they believe future SHIP funds should be allocated

She also discussed the AHAC Annual Incentives Report is due to the Florida Housing Finance Corporation on December 31st. The report is a status update on what Seminole County is doing addresses the affordable housing strategies put forth by the AHAC in the current LHAP. Ms. Deese reminded the Committee that the report used to be submitted every three (3) years. At the next AHAC meeting, staff will present a draft of report to the Committee for discussion.

- **Regular Meeting:**

The AHAC agreed to schedule its meeting for the third Thursday of each month. The committee is required to meet quarterly. Staff will notify the committee members if a meeting is not necessary.

- **Adjourn**

Meeting adjourned at 3:40pm

APPROVED BY:

TRANSCRIBED BY:

Stacey Smithwick

Jessica Rodriguez Garcia