

**SEMINOLE COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)
MEETING MINUTES
September 19, 2024**

Call to Order: Scott Culp, Chairman called the meeting to order at 2:02 p.m.

- **Committee Members Present:**

Scott Culp, Chairman, Kenneth Bentley, Vice-Chairman (by phone), Comm. Jay Zembower, Kim Fogle, William Jackson (by phone), Penny Seater, Gloria Payne, Silvia McClain

- **Committee Members Absent:**

Robin Roklowski, Shannon Seiple,

- **Staff Members Present:**

Stacey Smithwick, Community Development Division Manager; Bonnye Deese, Community Services Projects Administrator, Tadine Diaz, SHIP Project Manager II, Quentin Grose, Attainable Housing Program Manager

I. Confirm Quorum – Roll Call

Quorum confirm a for the meeting.

II. Review of Minutes: April 18, 2024 - Tabled

Discussion Items

III. SHIP Annual Performance Report (APR) Update

Ms. Smithwick informed the committee that staff has submitted a request for an extension to the Florida Housing Coalition to submit the Annual Performance Report for interim years 2022-2023 and 2023-2024, and closeout year 2021-2022. The program experienced delays in the Reconstruction Program. The homeowner passed away during construction, and the Florida Housing Coalition staff instructed the SHIP team to pause construction until the property had moved through the probate. The extension has been approved through December 31, 2024.

IV. SHIP Rental Project Status Report – Bonnye Deese informed the committee of the two rental development projects currently funded by SHIP, Banyan East Town Apartments in Altamonte Springs, and the Riverbend Landings Apartments project in Sanford. She explained the Banyan East Town project is roughly 80 percent complete. During regular site visits, staff noticed an active construction site, with the bulk of the ongoing construction is completing interior finishes. The developer has drawn down three-fourths of the \$494,644 allocation. The developer anticipates beginning the lease up process in November, with an anticipated the completion date of December 31, 2024.

Mr. Culp informed the committee that the Riverbend Landings Apartments project was not successful in obtaining a 9 percent Low Income Housing Tax Credit allocation through the

Florida Housing Finance Corporation. He stated they will move forward with the Multi-family Mortgage Revenue Bond, 4 percent LIHTC, and SAIL development. He expects the bond closing to occur in November. He also stated the construction plans have been submitted for permitting to the City of Sanford. He is pending receipt of the SHIP Funding Owners Agreement. Ms. Deese stated she needs the name of the first mortgage lender, the loan amount, and the total development cost to complete the Exhibit A: Project Scope/Budget so the County Attorney Office can finalize the draft agreement.

V. New Business

- i. Affordable Housing Incentives Report Preparation: Ms. Deese presented the current incentive strategies. Mr. Grose stated Seminole County offers a 14-day permit review process for affordable housing projects. However, the City of Sanford is challenging. Our team has met with their building officials several time requesting that they offer expedited plan review for affordable housing. They are not willing to work with us. Commissioner Zembower recommended scheduling a meeting with the City Manager to address these issues permitting. He agreed to participate.
- ii.
- iii. Mr. Grose informed the committee that when developers request impact fee waivers during the affordable housing certification process, he usually recommends fee discounts, as opposed to waivers.
- iv.
- v. Regarding the new Missing Middle Housing and Mixed-use Corridor District zoning code, Ms. Deese asked if the committee want to consider adding this to the incentive strategies in the next LHAP. Mr. Culp recommended having someone with expertise on the subject present options to the committee.
- vi.

VI. Announcements

2025 Meeting Calendar

Ms. Deese inform the committee that the next meeting is scheduled for October 17th at 2 pm.

VII. Adjourn

Meeting adjourned at 2:49 pm

APPROVED BY:

TRANSCRIBED BY:

Stacey Smithwick

Bonnye Deese