

## MINUTES

**County of Volusia  
Affordable Housing Advisory Committee  
Thursday, January 15, 2009 3:30pm  
Thomas C. Kelly Administration Center  
County Council Chambers  
123 West Indiana Avenue  
Deland, FL. 32720**

<b>Committee Members Present</b>	<b>Committee Members Absent</b>	<b>Staff Present</b>
Frank Severino, Chair	Michelina Bowman	Edward Jasper, Director, Community Assistance Division
Richard Fraser, Vice Chair	Deborah Michaud	Diana Phillips, Manager, Housing & Grant Administration
Janet Bellows		Paula Szabo, Housing & Grants Planner
William Hansard		Carlotta Hiers, Administrative Aide
Tadd Kasbeer		
MaryEllen Osterndorf		
Sara Truhlar		
Richard Vincik		
Rosemary Walker		

The meeting of the Volusia County Affordable Housing Advisory Committee (AHAC) was called to order at 3:30 p.m. by Frank Severino, Chair. Carlotta Hiers called the roll and a quorum was present.

### **Item 1- Approval of the minutes of the Affordable Housing Advisory Committee**

The Chair proposed discussing and approving the proposed minutes individually in order to allow comments.

The Chair asked for comments on the proposed minutes of the meeting of October 23, 2008. He suggested that the minutes be amended to include the information presented by Rick Michaels, Economic Development Director on the decrease in the number of residential building permits in Volusia County. Staff agreed to review the meeting audiotape and amend the proposed minutes to include this information. There being no further discussion, a motion was made by Tadd Kasbeer to adopt the minutes with the amendments as discussed, and seconded by Rick Fraser. The minutes as proposed with amendment were adopted by unanimous vote.

The Chair asked for comments on the proposed minutes of the meeting of October 28, 2008. Hearing no comments, Rick Fraser moved to approve the minutes as written, the motion was seconded by MaryEllen Osterndorf and were adopted by unanimous vote.

The Chair asked for comments on the proposed minutes of the meeting of October 30, 2008. Hearing no comments, Rick Fraser moved to approve the minutes as written, the motion was seconded by MaryEllen Osterndorf and they were adopted by unanimous vote.

The Chair asked for comments on the proposed minutes of the public hearing of November 14, 2008. Hearing no comments, Rick Fraser moved to approve the minutes as written, the motion was seconded by Tadd Kasbeer, and they were adopted by unanimous vote.

The Chair asked for comments to the proposed minutes of the meeting of December 11, 2008. Hearing no comments, Rick Fraser moved to approve the minutes as written, the motion was seconded by Tadd Kasbeer, and were adopted by unanimous vote

### **Item 2 - Review of presentation to County Council on Affordable Housing Incentive Strategies Recommendation Report**

The Chair opened the discussion by urging all Committee members to attend the Volusia County Council meeting on January 22, 2009 which is presently scheduled for a time certain agenda at 11:00 am. He reported that Ed Jasper and he had met individually with four of the seven County Council members, and had meetings scheduled with 2 others, as well as Greg Stubbs. From the Chair's perspective, all the meetings had gone well, and they were all very interested in the report. The goal of the presentation on January 22<sup>nd</sup> is to walk County Council through the incentive strategies and then answer questions. Ed Jasper thanked the Chair for making such a substantial commitment of this time to attend all the meetings.

### **Item 3 - Set schedule of meetings for 2009**

The Chair opened the discussion by directing everyone to the handout in the agenda package with the proposed schedule of meeting dates and times for 2009 (attached). The schedule proposed monthly meetings that alternated between the westside (County Council Chambers) and the eastside (location to be determined). A discussion ensued on the proposed start time of the time, and it was suggested to provide a uniform start time of 3:00 pm. A motion was made by Richard Vincik and seconded by Sara Truhler to accept the schedule of meeting dates as proposed with a uniform start time of 3:00 pm. The schedule as amended was adopted by unanimous vote. Rick Fraser offered the use of his office conference room for the eastside meetings, pending confirmation of availability.

### **Item 4 - Discussion of strategies to inform the public and the development community of affordable housing services and the role of the AHAC**

The Chair opened the floor to a discussion of the strategies to increase knowledge of the AHAC with the development community and the public. He asked if the AHAC meetings could be broadcast on the internet as is done for County Council meetings and other advisory boards. Ed Jasper informed the committee that broadcasting through the County's internet connection is at the option of each advisory board, but that it is certainly available to the AHAC for meetings that are held in the Council Chambers.

The discussion turned to the information about the AHAC which is currently posted on the county's website. The committee suggested that the AHAC should have a separate page which would contain space for meeting minutes and agendas, a list of committee members as well as link to the of the recommendations report and other important documents, among other things. The AHAC website should be accessible from various other webpages, including the Community Assistance Division and the Growth and Resource Management Department. Ed Jasper commented that staff would work with the Community Information staff that is responsible for changes to the county's webpage to ensure that these changes are made.

The committee discussed developing other informational tools to disseminate information about the AHAC, and affordable housing incentives. Sara Truhlar suggested taking advantage of local radio shows. Ed Jasper cautioned that if more than one committee member were together

speaking about committee matters it could present a sunshine violation. The Vice-Chair suggested that a simple flyer could be developed and placed in locations which are frequented by the development community, such as his office and the County's Growth & Resource Management office. Sara Truhlar and Janet Bellows offered to develop a sample flyer. The committee also discussed doing a public announcement and/or press release to announce the release of the incentive recommendations report. Ed Jasper offered to invite Community Information staff to the March meeting to provide feedback on ways to increase their visibility and participation by the public and development community.

The Chair recognized Greg Blose, Volusia Home Builders Association, who stated when the VHBA has a major announcement, such as this report, they issue press releases and send in letters to the local print media, such as the News-Journal, Sentinel and Hometown News. He recommended this approach to the AHAC.

#### **Item 5 – Discussion of the identification of additional funding sources for affordable housing and the role of the AHAC**

The Chair opened the floor to discussion. Rosemary Walker stated that the AHAC should consider not only grant funding, but funds available through other financial institutions, including CRA credits, the Federal Home Loan Bank, and community contribution tax credits. The Chair suggested that partnerships could be explored such as the VHBA's Builders Care group. Ed Jasper cautioned that because the County generally uses state and federal grant funding exclusively, or as leverage with other funds, the restrictions in the grant regulations and requirements for competitive bidding can make partnership difficult.

**Discussion by committee members of matters not on the agenda.** Rosemary Walker asked if any committee members were aware of any public utility that offered incentives for affordable housing. No one was aware of any public utility that provided incentives.

**Items for staff discussion.** There were no items for staff discussion.

**Public Participation.** There was no public participation other than as noted in Agenda Item 4 above.

**Adjournment.** The meeting was adjourned at 4:50 pm.