

MINUTES

**County of Volusia
Affordable Housing Advisory Committee
Wednesday, November 14, 2018 2:30pm
Hope Place
1340 Wright Street, Conference Room
Daytona Beach, Florida 32117**

Committee Members Present	Committee Members Absent	Staff Present
Allen Harrell, Chair	Tom Wright (resigned)	Diana Phillips, Manager, Housing and Grants Administration
Anne Evans, Secretary		Paula Szabo, Housing & Grants Planner
Max Hackman, Vice Chair		David Stallworth, Planner II
Peggy Hart		
Waylan Niece		
Susanne Odena		
Rosemary Walker		

The meeting of the Volusia County Affordable Housing Advisory Committee (AHAC) was called to order at 2:30 p.m. by Allen Harrell. Paula Szabo called the roll and it was determined that a quorum was present. Rosemary Walker introduced herself to the members of the committee. Paula Szabo announced that Tom Wright had tendered his resignation from the AHAC due to his recent election to the Florida Senate.

Public Participation. There were no members of the public present that requested participation.

Item 1 – Chair report and board discussion/action of board minutes of the meeting of October 17, 2018.

Allen Harrell asked for questions regarding or need to correct the minutes as proposed. There being no corrections, a motion was made by Anne Evans, seconded by Waylan Niece, and by unanimous vote the minutes were accepted as proposed.

Allen Harrell opened the discussion by restating the overarching question to be answered by the AHAC over the course of its meetings: “What should we recommend to County Council to facilitate affordable housing and to reasonably assure that said housing can appreciate in value?”

Item 2 – Discussion of previously adopted affordable housing incentive strategy and review of actions taken by Volusia County – Strategy A – Expedited Permitting

Allen Harrell commenced the discussion of the two mandatory incentive strategies with Strategy A. He directed the members’ attention to the status materials provided by staff (Attachment A and B to these minutes). A discussion followed on the first of the five recommendations included under Strategy A by the AHAC in 2016. Paula Szabo clarified that the County Council had only adopted Strategy A itself, and had not specifically adopted any of the five recommendations proposed by the 2016 AHAC. Diana Phillips further clarified that the primary purpose of the board’s discussion was to determine consensus on whether to modify, delete, keep or add a new recommendation to each of the recommendations submitted to the County Council in 2016.

David Stallworth explained that Volusia County Growth & Resource Management (GRM) has a dedicated staff person as the development “ombudsman”. The ombudsman is a planner with a lot of experience and historical knowledge about the development process in Volusia County who has the responsibility for all development projects, including affordable housing. According to Mr. Stallworth, there has been only one affordable housing development project commenced in Volusia County since 2016, and the level of activity would not justify GRM having a staff person dedicated solely to shepherding affordable housing development through the development process.

A discussion ensued regarding the needs of encouraging future developers of affordable housing how to prioritize the need to expedite affordable housing developments and whether the county needs more of a facilitator. A motion was made by Anne Evans and seconded by Waylan Niece to modify Recommendation One to add language that would ensure that the ombudsman’s priority was to address developments of affordable housing. A discussion of the motion ensued, and Anne Evans asked whether the ombudsman position included any quantitative measures related to affordable housing development. David Stallworth stated that there were no quantitative measures of this type as part of the position description. The motion was put to a vote, and passed by unanimous approval.

Allen Harrell directed the discussion to Recommendation Two. He stated that the word “to” should be added before “understand” in the recommendation as written. A discussion followed regarding the status of and need to create a development checklist for affordable housing. David Stallworth stated that there is a general development checklist, but not a specific checklist for affordable housing development. Anne Evans moved that Recommendation Two should be moved to the place of Recommendation One, which was seconded by Sue Odena. The motion passed by unanimous approval.

The discussion moved to Recommendation Three. Anne Evans discussed that the concept of the development timeline and development checklist should be combined and expanded. She moved that a comprehensive package be developed specific to affordable housing development. It was agreed that staff would come up with wording to combine former Recommendations Two and Three, and send out to the committee for review prior to the next meeting. The wording of the revised Recommendation One could be approved at the next meeting which would facilitate moving forward with the review of the remaining incentive strategies.

Allen Harrell directed the board’s discussion to Recommendation Four. Staff clarified that the affordable housing development process had not been incorporated into the county’s Code of Ordinances. Rosemary Walker commented that perhaps this recommendation was somewhat of an overreach. Sue Odena questioned whether the recommendation needed legal review and perhaps was not appropriate for the board to make. A motion was made by Anne Evans, and seconded by Rosemary Walker, that Recommendation Four should be deleted. The motion passed by unanimous approval.

The discussion of Strategy A concluded with a discussion of Recommendation Five. The board discussed the appropriate and reasonable methods of making the affordable housing development community aware of the County’s affordable housing incentives, such as publicized web links and materials targeted to the developer community. The board also discussed the intended audience for such materials, and Waylan Niece stated that the intended audience should be broad to reach not just developers but also the community and non-profit organizations. A motion was made by Anne Evans and seconded by Waylan Niece that staff make the recommended changes to Recommendation Five based on the comments brought out in the discussion, and send the proposed changes to the board members in advance of the next meeting. Staff agreed that they would send out the proposed changes in an email to the board, and that the board should review

and send back any further comments only to staff, and not to other board members to avoid potential Sunshine Law violations.

Item Three - Discussion of previously adopted affordable housing incentive strategy and review of actions taken by Volusia County – Strategy I – Regulatory Review

The chair introduced the board discussion to mandatory incentive Strategy I, and commenced with a review of Recommendation One. Following a brief discussion, a motion was made by Rosemary Walker and seconded by Waylan Niece to approve the recommendation as currently written. The motion passed by unanimous vote.

The chair then commenced board discussion of a review of Recommendation Two of Strategy I. A brief discussion of Recommendation Two followed, and a motion was made by Rosemary Walker and seconded by Waylan Niece to approve the recommendation as currently written. The motion passed by unanimous vote.

Item 4 – Presentation by Carrie Baird, Chair of the Commission on Homelessness for Volusia and Flagler Counties and the Attainable Housing Steering Committee

Allen Harrell welcomed Carrie Baird, and requested that she introduce herself, and the purpose of her presentation. Carrie Baird introduced herself as the Chair of the Commission on Homelessness for Volusia and Flagler Counties. She is also the chair of a working subcommittee which has been named the Attainable Housing Steering Committee. She distributed two handouts which she reviewed as part of her presentation (attached to these minutes as Attachments C and D).

She explained that she was asked by staff to attend the AHAC meeting in order to explain other efforts that were ongoing in Volusia County regarding affordable housing so as not to work at cross purposes. She reviewed the four strategies currently being undertaken by the committee with a focus on the educational efforts being planned. Questions and discussion followed the presentation. Carrie Baird mentioned that AHAC member Sue Odena had attended several of the committee meetings. Diana Phillips further explained the evolution of the committee, and that its educational efforts could be in line with the symposium that had been discussed by the AHAC at the October meeting. Diana Phillips discussed the possibility that an AHAC member could be appointed to serve as a liaison to the Attainable Housing Committee, and keep the AHAC advised of progress being made. A motion was made by Anne Evans and seconded by Peggy Hart, to appoint Sue Odena to serve as a liaison to the Attainable Housing Committee. The motion was adopted by unanimous vote.

Discussion by committee members of matters not on the agenda.

Anne Evans suggested that at the January meeting the five incentive strategies that were grouped in the staff in the Powerpoint presentation under the zoning and land-use ordinances be reviewed (Strategies C, E, F, G and H); and the February meeting would complete the review of the other four strategies. The committee discussed and agreed with this approach to the review of the remaining strategies. Anne Evans asked staff whether the AHAC would be able to make a presentation to the County Council regarding their recommendations. Diana Phillips stated that this would be decision made by the Interim County Manager.

Allen Harrell opened the floor to the members for up to two minutes for personal comment. Sue Odena requested staff to provide the AHAC members with the informational materials about the upcoming Daytona Beach Regional Chamber of Commerce Workshop on affordable housing that is being held on November 29, 2018. There were no other comments by committee members made.

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

Adjournment. There being no other comments by the AHAC or staff, the Chair moved to adjourn which was seconded by Waylan Niece. The meeting was adjourned at 3:54 pm.

Accepted by:

Anne Evans, Secretary

Date

Attachments

Attachment A - Status of Strategy A

Attachment B - Status of Strategy I

Attachment C – Attainable Housing_Steering Committee Proposed Purpose & Scope of Work

Attachment D – Draft – Attainable Housing Landscape