

**MANATEE COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE
REGULAR MEETING
BRADENTON AREA CONVENTION CENTER, LONGBOAT KEY ROOM
One Haben Boulevard
Palmetto, Florida
June 15, 2020**

Present were:

Charlie Kennedy, Chairman
Glen Gibellina, First Vice-Chairman
Frank Conorozzo, Second Vice-Chairman
Kenyatta Randall, Third Vice-Chairman
Erin Bodie,
Amy Farrington
Vallerie Guillory
George Kruse
Steve Rinehart
Sandra Suite

Also present were:

Sarah Warren, Assistant County Attorney
Denise Thomas, Housing and Community Development Manager
Robin Toth, Deputy Clerk, Clerk of the Circuit Court

One seat is vacant.

AGENDA AND SIGN-IN SHEETS

HC20200615DOC001

I. CALL TO ORDER AND WELCOME

 Denise Thomas, Housing and Community Development Manager, called the meeting to order at 3:04 p.m.

II. INTRODUCTION OF ADVISORY COMMITTEE MEMBERS

 Members of the Affordable Housing Advisory Committee (AHAC) introduced themselves and spoke about the seat they represent.

HC20200615DOC002

 Sarah Warren, Assistant County Attorney, introduced herself.

III. ELECTION OF OFFICERS

 Robin Toth, Clerk's Office, opened the floor for nominations for Chairman.

Chairman – Charlie Kennedy

Nominations:
Member Kennedy by Member Gibellina
Member Farrington by Member Kennedy

Nominations were closed, and by majority vote, Member Kennedy was elected Chairman.

Commissioner Misty Servia, representing District 4, was present and observing on behalf of the County Commission.

First Vice-Chairman – Glen Gibellina

Nominations:
Member Gibellina by Member Kennedy

Nominations were closed, and Member Gibellina was elected First Vice-Chairman.

Second Vice-Chairman – Frank Conorozzo

Nominations:

Member Conorozzo nominated himself

Nominations were closed, and Member Conorozzo was elected Second Vice-Chairman.

Third Vice-Chairman – Kenyatta Randall

Nominations:

Member Rinehart nominated himself

Member Randall by Member Kennedy

Member Farrington by Member Randall

Nominations were closed, and by majority vote, Member Randall was elected Third Vice-Chairman.

IV. **ORIENTATION AND SUNSHINE LAW**

 Sarah Warren, Assistant County Attorney, utilized a slide presentation to provide an orientation of Florida Statutes (F.S.) Section 286.011- Government in the Sunshine Law, F.S. Chapter 119 - Florida Public Records Law, Chapter 67-37, Florida Administrative Code - State Housing Initiatives Partnership Program, F.S. 420.907 - State Housing Initiatives Partnership and Ordinance 08-44, establishing the Affordable Housing Advisory Committee (AHAC).

 Discussion ensued regarding the Governor’s Order waived in-person meeting requirements during the Coronavirus, allowing virtual meetings via Zoom and other platforms, and any desired future agenda items should go through the Chairman.

 Ms. Warren continued with slides addressing the scope of the law, who is covered, what constitutes a meeting, conference calls and virtual meetings, private discussions, meeting locations and reasonable notice requirements, public participation, minutes and maintenance of records of meetings, F.S. Chapter 119 – Florida Public Records Law, whether text messages constitute a public record, what constitutes official business, agencies included in public records act, frequently-cited exemption, per F.S. 119.071 and 119.073, public records requests should be made to the County Custodian of public records, Code of Ethics for public officers and employees, voting rules and conflicts and the reason for declaring a conflict, acceptance of gifts, violations and penalties, the Clerk maintains an audio recording and minutes of meetings which are public record, and the findings of the AHAC would be presented to the Board of County Commissioners.

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V. **OVERVIEW AND STATUTORY REQUIREMENTS**

 Denise Thomas, Housing and Community Development Manager, utilized a slide presentation to address F.S. 420.9076, outlining the general duties, AHAC membership, and staff planner participation, including a representative from the County Attorney’s office, to ensure adherence to Sunshine Law requirements.

HC20200615DOC004

The purpose of the AHAC is to make recommendations to the Board of County Commissioners on specific initiatives and incentives to encourage and facilitate affordable housing, and on action items that may be needed to remove barriers to affordable housing based on that Manatee County Comprehensive Plan and Land Development Code (LDC). Recommendations may include 1) Modification or repeal of existing policies, procedures,

ordinances, regulations or plan revisions; 2) The creation of exceptions applicable to affordable housing; and 3) The adoption of new policies, regulations, ordinances or plan provisions, including recommendations to amend the local government Comprehensive Plan and corresponding regulations, ordinances and other policies.

The Committee shall submit a report to the Board of County Commissioners that includes recommendations on, and triennially thereafter evaluates the implementation of the affordable housing incentives specified in areas A through K, outlined in the slide presentation.

Within 90 days after the date of receipt of the evaluation and local housing incentive strategies recommendations from the Committee, the County Commission shall adopt an amendment to its Local Housing Assistance Plan (LHAP), to incorporate the strategies required under F.S. 420.9071(10). The local government must then consider the strategies specified in affordable housing incentives A through K. The Board of County Commissioners has been very proactive and supportive of affordable housing in Manatee County. The driving force to accomplish affordable housing is the role of the Committee to develop the LHAP.



Bill O'Shea, Principal Planner, spoke about what has been accomplished in standards for urban corridors for mixed used development and an increase in building height for affordable housing purposes. Revised LDC Section 54, Housing Program, outlines the incentives for affordable housing, financial incentives to developers providing a minimum of 25 percent affordable housing, and the introduction of new zoning districts to allow affordable housing to go forward with a straight rezone.

Staff has three versions of an Accessory Dwelling Unit (ADU) amendment to allow ADUs. The current LDC allows guest houses. The difference between a guest house and an ADU is that the guest house cannot be permitted with a full kitchen, but only a kitchen without a range. The guest house would allow a fully-contained living unit to be constructed as a secondary structure on an existing lot of record. A County Commission work session is scheduled August 4 to review options as well as an ADU ordinance for adoption by the end of this year.



Mr. O'Shea further stated House Bill (HB) 1339 (effective 7/1/20), could have impacts on affordable housing and ADUs. It appears the Bill allows the discretion of the County or local government to decide whether or not they want to have affordable housing regulations. It is unclear if there are requirements in the Bill that are not currently part of the LDC. Committee members would be provided with HB1339, as components within the Bill affect the LHAP. He requested the Committee defer discussion of ADU's until the August 4 County Commission work session is held.

Member Gibellina stated the difference between an ADU and a guest house is that a guest house cannot be rented as affordable housing, and therefore, does not benefit the affordable housing need.

Mr. O'Shea stated that he and Lisa Barrett, Planning Section Manager, would be present at future Committee meetings to address planning-related questions.

Ms. Thomas stated the Committee would review and discuss incentives A through K individually. The incentives are included in F.S. 420.9076.



Lisa Barrett, Planning Section Manager, suggested looking at the Comprehensive Plan and LDC to see if incentives A through K are addressed and/or needs to be revised.

Ms. Thomas stated the Committee would be provided with a spread sheet at next meeting as a working document, showing the current status of each of the incentives in the Comprehensive Plan and LDC.

 Chairman Kennedy suggested that Deborah Ash, Housing and Community Development Coordinator, be designated as the single point of contact for all Committee members.

Ms. Thomas reiterated the AHAC Action Step, stating that within 90 days after the date of receipt of the evaluation and local housing incentive strategies recommendations from the Committee, the County Commission shall adopt an amendment to its local housing assistance plan to incorporate the items. The Final Committee report is due to the State by December 30, 2020, prior to submission of Manatee County’s three-year LHAP for 2021-2024.

Ms. Thomas encouraged members to become familiar with Comprehensive Plan Element 6-Housing, and LDC Section 545-Housing Program documents included in the agenda materials. HC20200615DOC005

 Ms. Thomas reviewed the 2020 Affordable Housing Advisory Committee Timeline and 2020 Meeting Dates. HC20200615DOC006

VI. **PUBLIC COMMENTS**

 There being no public comment, Chairman Kennedy closed public comment.

COMMITTEE COMMENTS

Member Guillory questioned the development of workforce housing and whether it includes both rental and home ownership housing. She also questioned the maximum gross and maximum net units per gross acre in Table 5-6: Housing Density Bonus under LDC Section 545.2, Affordable Housing Incentives.

 Ms. Thomas stated workforce housing is both rental and home ownership housing.

 Member Gibellina commented about the status of surplus properties and making them available to developers, if they are not facilitated by non-profit organizations.

 Member Conorozzo questioned Livable Manatee and more funding opportunities in 2020.

Ms. Thomas commented on the State’s restrictions and percentage of affordable housing, the role of the Committee, and the ability to explore other funding opportunities.

 There was discussion regarding anticipated funding for the State of Florida, and that the County Commission would give direction to the Committee on how to spend the funds.

VII. **NEXT MEETING**

 The next meeting is scheduled for July 20, 2020, in the Longboat Key Room at the Bradenton Convention Center. Staff is to work with Chairman Kennedy on the agenda.

VIII. **ADJOURN**

There being no further business, Chairman Kennedy adjourned the meeting at 4:57 p.m.

Minutes Approved: _____