

MONROE COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
MEETING IX SUMMARY/MINUTES
JULY 22, 2016



Seated from L to R: Kurt Lewin, Ken Norton, Ed Davidson, Jim Cameron, Bill Hunter
Standing from L to R: Bob Jones, Warren Leamard, Carol Schreck, George Garrett, Cheryl Cioffari, Commissioner Sylvia Murphy, Mayor Deb Gillis, Ed Swift III, Jim Saunders, Randy Wall, Stephanie Scuderi, Emily Schemper & Mayte Santamaria

Not Pictured: AHAC Members: Hana Eskra, Tim Root, Jodie Weinhofer & William Wiatt, City Liaison, Thaddeus Cohen



Robert Jones, Facilitator
Affordable Housing Advisory Committee
FCRC Consensus Center, Florida State University

TABLE OF CONTENTS

<i>Contents</i>	2
<i>Executive Summary</i>	3
AHAC MEETING SUMMARY	6
I. INTRODUCTION, AGENDA REVIEW, AMENDMENT PROCESS & UPDATE	6
II. REVIEW OF AND VOTING ON THE MEMBER AMENDMENTS TO THE AHAC RECOMMENDATIONS TO THE BOCC	6
A. Amendment A to Recommendation #4	7
B. Amendment B to Recommendation #19	8
C. Amendment C to Introduction to Task 8	9
D. Amendment D to Recommendation #26	10
E. Amendment E to Recommendation #30	11
F. Amendment F to Recommendation #32	11
III. ADOPTION OF THE RESOLUTION TO THE BOCC INCORPORATING THE AHAC RECOMMENDATIONS AS AMENDED	13
IV. REFLECTIONS ON THE PROCESS AND NEXT STEPS	14
<i>Appendices</i>	
1. AHAC Meeting Agenda	15
2. AHAC Members	16
3. Overview of AHAC Charge	17
4. Public Sign in Sheet	18
5. AHAC Work Plan	19
6. AHAC Consensus Guidelines	21
7. AHAC Resolution to the BOCC Adopted Unanimously on July 22, 2016	23

MONROE COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE

MEETING XI, JULY 20, 2016

EXECUTIVE SUMMARY

Bob Jones, the Committee's facilitator, welcomed Affordable Housing Advisory Committee (AHAC) members as well as the public to the Committee's 11th meeting. He reviewed with the Committee the proposed meeting objectives and agenda with the Committee's focus on reviewing member amendments to the recommendations reviewed and adopted at the June 2016 AHAC meeting. The Committee unanimously agreed to adopt the agenda as well as the Committee's June 17, 2016 Summary/Minutes after making a correction. Prior to adoption of the June 2016 summary, the Committee provided an opportunity for public comment but no comments were offered.

The facilitator reviewed with the Committee the effort and outcomes for the first 10 meetings of the Committee. The facilitator then described the amendment process the AHAC had adopted in May 2016 which called for the adoption of an amendatory text of final draft recommendations at the conclusion of the June 2016 meeting and the submission of any member amendments by July 8, 2016. The 6 amendments were compiled and sent to the AHAC members in advance of the July 2016 meeting.

As a regular agenda item, the Committee reviewed updates on matters related to workforce housing that had occurred since the June meeting. They included: School Board efforts to place at Trumbo Point and Marathon Manor and the Peary Court closing and agreement.

Mr. Jones noted members had submitted six amendments to the June 17 AHAC Draft Recommendations by close of business July 8, 2016. He noted that each proposed amendment will require a "consensus" vote of 75% or greater support of the AHAC members present and voting to be incorporated into the AHAC recommendations to the BOCC. The AHAC will then vote on the Recommendations as Amended in a Resolution to the BOCC which will require a "consensus" vote of 75% or greater support of the AHAC members present and voting.

AMENDMENT A. The first amendment was to Recommendation 4, submitted by Bill Hunter, which added the following sentence to the end of the recommendation: The BOCC is encouraged to review Monroe County Sec. 138-24(a) and evenly allocate the ratio of affordable ROGOs set aside for each income category in the affordable housing ROGO pool.

Following member clarifying questions and discussion of the amendment's intent, a straw poll was taken to test support for the amendment with 6 in support and 4 opposed to adding the amendment. Based on this the sponsor withdrew the amendment.

AMENDMENT B: The second amendment was to Recommendation 19, submitted by Bill Hunter which proposed deleting "special approval process" and substituting "Workforce Housing overlay." The Sponsor noted height is a third rail issue in Monroe County. The County has recommended and is about to go to 38 feet for flood and people have reacted. Recommendation 19 would provide an incentive for affordable housing by raising the limit to 40 feet. The proposed "overlay" is proposed to limit number of locations where height can be used as an incentive for affordable housing. Following member clarifying questions and discussion of the history of height issues in the Keys, noting the overlay will be applied to specific properties, intent, the Committee voted 9-0 to support the amendment to Recommendation 19.

AMENDMENT C: The third amendment submitted by Ken Naylor proposed a new introduction text to Task 8 Funding Recommendations. The Sponsor noted the AHAC should consider a target dollar amount to be raised by implementing Task #8 recommendations. Following member clarifying questions and extended discussion of the source of the \$10 million figure, the Sponsor agreed as a friendly amendment to add the following noting the cost of recommendations and that the recommendations were based on the past 12 months of Committee discussions.

Unquestionably these recommendations will be costly. In developing these recommendations, the AHAC believes that from the past 12 months of discussions that the Commission should set a 10-year target of raising at least \$10 million annually from local funding sources to help expand workforce housing in Monroe County and address the unmet Workforce Housing need throughout Monroe County, specifically near employment centers.

The Committee voted 9-1 to support the inclusion of the introduction language as amended to Task 8 recommendations.

AMENDMENT D: The fourth amendment was to Recommendation 26 under Task 8, submitted by Bill Hunter which was an editorial amendment to make clear the intent of the recommendation so it would read:

26. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and economic issues and make recommendations on whether and how to increase the ad valorem tax on non-affordable residential/commercial properties and commercial properties that are not rented at affordable rates in order to provide in order to provide additional dedicated funding for the acquisition of land for workforce housing and construction of workforce housing in Monroe County.

The Committee voted 10-0 to support the editorial amendment to Recommendation 26.

AMENDMENT E: The fifth amendment was to Recommendation 30 under Task 10, submitted by Bill Hunter which was an editorial amendment to make clear the intent of the recommendation so it would read:

30. “The AHAC recommends that the Board of County Commission support and fund a nexus study as the first step in considering the expansion of the current County residential inclusionary housing program to cover transient and commercial development in the County.” *AHAC January 2016 Resolution to the BOCC,*

The Committee voted 10-0 to support the editorial amendment to Recommendation 30.

AMENDMENT F: The sixth and final amendment was to Recommendation 32 under Task 10, submitted by Bill Hunter addressed “linkage” language and

32. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and economic issues and make recommendations on whether and how to amend land development code to not allow inclusionary requirements to be satisfied through ‘linkage’ under Sec. 130-161 (c) with affordable housing units already existing/built and or new affordable housing built on government provided land. (Formerly 10-b.) *Note: linkage should not available for existing affordable projects as they do not address the need for additional affordable housing.*

The Sponsor noted he considered proposing to delete Recommendation 31 but decided to add amendment language for Recommendation 32. The intent of the amendment is to make clear that if government land is being provided, the developer should not be allowed the incentive of the linkage as well. The concern is “double dipping” without public knowledge and transparency. It is not intended to affect any linkage rights already established by the County. Linkage is generally a good thing that provides incentive to build workforce housing.

Following member clarifying questions and extended discussion of the linkage tool, the Sponsor agreed as a friendly amendment to substitute “or” for the word “and.” A straw poll was taken on whether to alter Recommendation #31 but fell short of consensus with a 6 in support and 4 opposed. The Sponsor then asked to call the vote on Amendment F as amended (substituting “or” for “and”) with the Committee voting 1 in support and 9 opposed to the amendment to Recommendation 32.

Following the review and votes on each amendments and following an opportunity for public comment, the members reviewed the draft resolution to the BOCC. Ed Davidson moved and Jim Saunders seconded a motion to incorporate the AHAC recommendations as revised into a Resolution to the BOCC (*See Appendix #7*) and direct staff to present it to the BOCC at its August 17, 2016. The members voted 10-0 in support of the motion.

At the conclusion of the meeting the facilitator Bob Jones thanked the Committee members and the Committee liaisons for their hard work today and over the past 11 months and commended them for continuing to work together to build consensus and reach agreement on recommendations to the BOCC that if implemented could make a difference in addressing workforce housing in Monroe County. He noted it was an honor to work with them and get to know them and the issues. He invited each member to provide closing thoughts on the day and the effort. Members thanked the staff and facilitator for their excellent work and suggested this Committee was one of the most effective of the 5 committees on affordable housing the County had convened over the past decades and noted their hope that the recommendations would be implemented.

Mayte Santamarie distributed copies of the AHAC Resolution and welcomed members to come to the August 17 BOCC presentation.

The meeting adjourned at 12:55 p.m.

MONROE COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE
MEETING XI, JULY 22, 2016
MEETING SUMMARY/MINUTES

AHAC Members in attendance: **Jim Cameron, Ed Davidson, Bill Hunter, Warren Leamard, Kurt Lewin Ken Naylor & Jim Saunders, Stephanie Scuderi, Ed Swift & Randy Wall.**

AHAC Liaisons in attendance: **Sylvia Murphy, Monroe County Commission Liaison, Thaddeus Cohen, City of Key West Liaison, George Garrett, City of Marathon Liaison, Cheryl Coffieri. Village of Islamorada**

AHAC Members unable to attend: **Hana Eskra Tim Root Jodi Weinhofer & Bill Wiatt**

AHAC Liaisons unable to attend: **Heather Carruthers, Monroe County Commission Liaison**

Staff: **Mayte Santamaria, Emily Schemper, Carol Schreck, Steve Williams, Kevin Bond, Peter Morris, & Tiffany Stankiewicz,**

Facilitator: **Bob Jones, FCRC Consensus Center, FSU**

I. INTRODUCTION, AGENDA REVIEW, AMENDMENT PROCESS AND UPDATES

Bob Jones, the Committee's facilitator, welcomed Affordable Housing Advisory Committee (AHAC) members as well as the public to the Committee's 11th meeting. He reviewed with the Committee the proposed meeting objectives and agenda with the Committee's focus on reviewing member amendments to the draft recommendations reviewed and adopted at the June 2016 AHAC meeting. The Committee unanimously agreed to adopt the agenda as well as the Committee's June 17, 2016 Summary/Minutes after making some editorial corrections. Prior to adoption of the June 2016 summary, the Committee provided an opportunity for public comment but no comments were offered.

The facilitator reviewed with the Committee the effort and outcomes for the first 10 meetings of the Committee. The facilitator then described the amendment process the AHAC had adopted in May 2016 which called for the adoption of an amendatory text of final draft recommendations at the conclusion of the June 2016 meeting and the submission of any member amendments by July 8, 2016. The 6 amendments were compiled and sent to the AHAC members in advance of the July 2016 meeting.

As a regular agenda item, the Committee reviewed updates on matters related to workforce housing that had occurred since the June meeting. They included:

- Ed Davidson reported on the School Board's decision to continue with efforts to place affordable housing at Trumbo Point and Marathon Manor.
- The City closed on Peary Court and under the agreement the property can only be used for deed restricted rentals in the 157 2-bedroom units and on the entire 24 acre parcel and qualifying tenants have to earn 70% of their income in Monroe County and have to have been County residents for at least a year.

II. REVIEW OF AND VOTING ON MEMBER AMENDMENTS TO THE AHAC DRAFT RECOMMENDATIONS TO THE BOCC

Mr. Jones noted members had submitted six amendments to the June 17 AHAC Draft Recommendations by close of business July 8, 2016. He noted that each proposed amendment will require a "consensus" vote of

75% or greater support of the AHAC members present and voting to be incorporated into the AHAC recommendations to the BOCC. The AHAC will then vote on the Recommendations as Amended in a Resolution to the BOCC which will require a “consensus” vote of 75% or greater support of the AHAC members present and voting.

AMENDMENT A. The first amendment was to Recommendation 4, submitted by Bill Hunter and highlighted in green and underlined below:

4. Based on the current, available data, the Committee believes there is an unmet Workforce Housing need throughout Monroe County, specifically near employment centers. It recommends the BOCC recognize that Monroe County continues to experience a critical Workforce Housing need. The need and demand for Workforce Housing appears most critical for those households at the median, low and very low-income levels and is most severe in the middle and lower Keys. The BOCC is encouraged to review Monroe County Sec. 138-24 (a) and evenly allocate the ratio of affordable ROGOs set aside for each income category in the affordable housing ROGO pool.

Amendment A, Recommendation 4: *Sponsor, Bill Hunter, Explanation:* This amendment does **not** mandate a mix of income levels for any development. Varying income levels desired for a project can still be requested and awarded. This amendment is a recognition that current pooling of ‘candidate ROGOs’ does not align with the Workforce needs identified by our committee.

Section 138-24 of the Monroe County Code splits each year’s new affordable ROGO allocations into ‘income pools’ awaiting a request from developers. The split currently sends 50% of these new affordable ROGOs into the moderate income pool. Committee recommendation #4 encourages the BOCC to recognize, “The need and demand for Workforce Housing appears to be most critical for households at the median, low and very low income levels ...” Committee recommendation #21 encourages the BOCC to establish a density bonus for Workforce Housing in the median, low and very low income levels. The entire supply of remaining affordable ROGOs (through year 2023 – over 700 ROGOs) are about to be directed to income pools and become available for allocation. My proposed amendment does not place any requirements on a developer. It recommends revising the pooling split for new ROGOs to align with current Workforce Housing needs. Should affordable housing need change in the future this ratio can be adjusted to align with that need.

Member Discussion Points

- If you evenly allocate does mean that some are going to go wanting because people aren’t building in the those categories? *A: Evenly means 25/25/25/25 in each category. If a developer is faced with choice of highest income the next down or lowest most developers are going for highest income. It can be amended annually and takes about 6 months to process.*
- For the 700 Affordable housing allocations, if we split evenly in 4 categories then there will be about 175 allocations in each category.
- In terms of the economics of this we will need to have funding and subsidies to make the allocations in each category work.
- If we want to help low and median will have to provide a source for funding and face the political fight to get those funds in place. Nothing will be built if there is no funding. No one has built median income units over the past 18 months.
- Do most projects require a major conditional use hearing with negotiations leading up to hearing? *A: Yes most are major conditional use. However this amendment is not intended to influence those negotiations. We should focus on what is the rational to split these 50/50 today.*
- Another approach would be to retain the two buckets but allocate 35% (ore 245 units) to moderate and 65% (or 465 units) to the to the other three categories.

- The sponsor requested a straw poll to test if there was enough willingness to address this. Based on that straw poll Mr. Hunter withdrew the amendment.

Public Comments:

- None

July 22, 2016 Member Straw Poll and Votes Result

<i>Amendment #</i>	<i>Sponsor</i>	<i>Straw Poll Y/N</i>	<i>Member Vote-Yes</i>	<i>Member Vote -No</i>	Result
Amendment A, Recommendation 4	Bill Hunter	6/4	--	--	Withdrawn by Sponsor

AMENDMENT B: The second amendment was to Recommendation 19, submitted by Bill Hunter and highlighted in green and underlined/~~striketrough~~ below:

The AHAC recommends the BOCC direct staff to evaluate and develop comprehensive plan and land development code amendments to create to create a special approval process Workforce Housing overlay for the Planning Commission to recommend and Board of County Commissioners to approve an extra story for the development of an exclusive workforce housing project, up to maximum of 40 feet. *(formerly 5/6 f.)*

Amendment B, Recommendation 19: *Sponsor, Bill Hunter, Explanation:* Combined with a scarcity of buildable land, existing tall buildings in Key West lessen the objection to increased height for affordable housing. Unincorporated Monroe County on the other hand is mostly rural with excess tier 3 property on which to build. The committee’s recommended density bonuses combined with additional height may work in some areas of unincorporated Monroe County, but increased height will be a tough sell to the public. We saw Last Stand express concern about combining height and density bonuses at our June AHAC meeting. They asked the committee to recognize the pressure that increased height and density will place on parking and open space, as well as landscaping and set back requirements which would buffer surrounding properties from this additional height. Since a blanket allowance for increased height throughout all of rural unincorporated Monroe will likely meet considerable resistance, I ask the committee to recognize that a Workforce Housing overlay for increased height, one which includes site specific allowances and restrictions along with the opportunity for input from the surrounding community, is a way to make additional height for workforce housing more acceptable to the public.

Member Discussion Points

- Height is such a third rail in the county. The county recommended and is about to go to 38 feet for flood and people have reacted. This recommendation would provide an incentive for affordable housing by raising the limit to 40 feet. The proposed “overlay” is proposed to limit number of locations where height can be used as an incentive for affordable housing.
- This is an important discussion in the Keys and was the basis for forming the initial coalition. Height and density considerations have to include capacity.
- We are limited by the ROGO affordable allocations so this should not be a concern of too many taller buildings.
- The overlay will be applied to specific properties.
- The amendment and recommendation isn’t about how much but where and how many in one place.
- This is more restrictive and reduces where it can happen. My gut instinct is public would accept more graciously.

Public Comments:

- None

July 22, 2016 Member Straw Poll and Votes Result

<i>Amendment #</i>	<i>Sponsor</i>	<i>Straw Poll Y/N</i>	<i>Member Vote-Yes</i>	<i>Member Vote -No</i>	<i>Result</i>
Amendment B, Recommendation 19	Bill Hunter	-/-	9	0	Adopted

AMENDMENT C: The third amendment was a new introduction to Task 8 Funding recommendations, submitted by Ken Naylor and highlighted in green and underlined below:

INSERT: the following introduction to Task 8 Recommendations

Unquestionably these recommendations will be costly In developing these recommendations, the AHAC believes that from the past 12 months of discussions that the Commission should set a 10-year target of raising at least \$10 million annually from local funding sources to help expand workforce housing in Monroe County and address the unmet Workforce Housing need throughout Monroe County, specifically near employment centers.

Amendment C, Task 8 Introduction *Sponsor, Ken Naylor, Explanation:* I think we should strongly consider a target dollar amount to be raised under Task #8, which would help inform the magnitude of fees, taxes, etc. that are being considered

Summary of Member Discussion Points

- This is proposed introductory language for Task 8 that suggests a target of what we’re trying to lead up to with the funding recommendations with a \$10 million annual target for 10 years.
- How do you define “near employment centers”? *A: This language was drawn from our Recommendation 4 delivered to the BOCC in October 2015.*
- Is this for expanding of workforce housing only? *A: Yes*
- Is \$10m right number and why? *A: If the County adopted the 1 penny is it estimated to bring \$8 million annually. The other revenue recommendations should produce additional revenue.*
- 700 workforce housing ROGO units or 70 per year = about \$114,000 per unit in subsidies that would support a \$8 million annual in revenue.
- There is a danger of being too specific in terms of the target.
- What if we said produce 700 units over next 10 years and provide adequate funding to accomplish that unit count?
- In Key West in one example a subsidy of \$225,000 could produce 2 median units. However that would include mixing market rates to provide for the lower income units.
- We have been talking since day one of focusing on securing sufficient funding to address the workforce housing crisis. I like the concept and will support but don’t know if this is the right number
- Does the AHAC lack evidence to support setting such a target? *A: This would be an AHAC recommendation that the BOCC “consider” setting a revenue target for workforce housing. The BOCC may choose to quantify after more studies prior to setting the target.*
- This is a recommendation from the AHAC to the BOCC. Understand the County Attorney’s point but no one can sue county by this committee’s recommendation to consider setting a target. I believe from our comprehensive discussions over the past 11 meetings that 10 million a year minimum is a good approximation.

- This is not recommendation but an introduction to set stage for specific recommendations. It appears to be appropriate in terms of the order of magnitude in terms of the size of the revenue pot you're trying to generate.
- Recommend this to the Commission and they can do what they want with it and it will be evaluated further.
- Committee has been tasked to find funding for workforce housing. You need to give your best advice.
- The AHAC generally believe, from discussions past 12 months, there is a need to raise 10 million annually.
- Local sources of funding are contained in six recommendations (# 22-27).
- Ken Naylor accepted as friendly amendment the following introduction to the amendment:
“Unquestionably these recommendations will be costly. In developing these recommendations, the AHAC believes that from the past 12 months of discussions that”

Public Comments:

- None

July 22, 2016 Member Straw Poll and Votes Result

<i>Amendment #</i>	<i>Sponsor</i>	<i>Straw Poll Y/N</i>	<i>Member Vote-Yes</i>	<i>Member Vote -No</i>	<i>Result</i>
Amendment C, Introduction Task #8	Ken Naylor	1 st Poll: 8/2 2 nd Poll: 9/1 to leave the \$10 million in	9	1	Adopted

Comments after the Vote

- Stephanie Scuderie: I voted no as I don't think we know what exactly the workforce housing need is and the \$10 million target seems to me to be throwing darts.

AMENDMENT D: The fourth amendment was to Recommendation 26 under Task 8, submitted by Bill Hunter and highlighted in green and underlined/~~strike through~~ below:

27. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and economic issues and make recommendations on whether and how to increase the ad valorem tax on non-affordable residential/commercial properties and commercial properties that are not rented at affordable rates in order to provide additional dedicated funding for the acquisition of land for workforce housing and construction of workforce housing in Monroe County. *(Formerly 8-e)*

Amendment D, Recommendation 26, Sponsor: Bill Hunter, Explanation: Editorial. The revised wording makes the intent of our recommendation easier to understand.

Member Discussion Points

- The intent of the amendment is not to change the recommendation but to make it clearer.
- No discussion.

Public Comments:

- None

July 22, 2016 Member Straw Poll and Votes Result

<i>Amendment #</i>	<i>Sponsor</i>	<i>Straw Poll Y/N</i>	<i>Member Vote-Yes</i>	<i>Member Vote -No</i>	<i>Result</i>
Amendment D, Recommendation 26	Bill Hunter	-/-	10	0	Adopted

AMENDMENT E: The fifth amendment was to Recommendation 30 under Task 10, submitted by Bill Hunter and highlighted in green and underlined/~~strikethrough~~ below:

31. “The AHAC recommends that the Board of County Commission support and fund a nexus study as the first step in considering the expansion of the current County residential inclusionary housing program to cover transient and commercial development in the County.” *AHAC January 2016 Resolution to the BOCC*

March 2016 AHAC Meeting: The Committee emphasized with staff and the BOCC the urgency of completing the nexus study as soon as possible in order to advance policy recommendations on establishing an inclusionary housing program for transient and commercial development in the County.

Amendment E, Recommendation 30, Sponsor: Bill Hunter, Explanation: In all of our committee discussions there has been consensus that inclusionary workforce housing for commercial development is recommended. Removing the word ‘considering’ makes this recommendation stronger.

Member Discussion Points:

- None.

Public Comments:

- None

<i>Amendment #</i>	<i>Sponsor</i>	<i>Straw Poll Y/N</i>	<i>Member Vote-Yes</i>	<i>Member Vote -No</i>	<i>Result</i>
Amendment E, Recommendation 30	Bill Hunter	-/-	10	0	Adopted

AMENDMENT F: The sixth and final amendment was to Recommendation 32 under Task 10, submitted by Bill Hunter and highlighted in green and underlined below:

33. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and economic issues and make recommendations on whether and how to amend land development code to not allow inclusionary requirements to be satisfied through ‘linkage’ under Sec. 130-161 (c) with affordable housing units already existing/built and or new affordable housing built on government provided land. *(Formerly 10-b.) Note: linkage should not available for existing affordable projects as they do not address the need for additional affordable housing.*

Amendment F, Recommendation 32, Sponsor: Bill Hunter, Explanation: ‘Linkage’ should be available to developers that are required to provide inclusionary workforce housing but ‘linkage to’ should be limited to voluntary, market funded projects. The committee’s recommendation #31 proposes a ‘linkage restriction’ in proportion to the government investment (subsidy) in a project. Both the definition of ‘investment’ and the determination of proportion will be challenging. We know that, what is difficult to determine and implement is less likely to be adopted and less likely to be successful. Rather than attempt to restrict all subsidies, there is a simple solution – focus on the land. Our committee has recommended government facilitate the availability of taxpayer financed land as an incentive to reduce a developer’s cost of constructing affordable and workforce

housing. These land acquisitions and transfers will be very public. Taxpayers will object less to this form of ‘government subsidized housing’ if these high visibility ‘land provided’ projects are restricted from linkage. **NOTE:** The meeting record should show this amendment/recommendation is not intended to affect any linkage rights already established by the County.

Summary of Member Discussion Points

- Bill Hunter noted he considered proposing to delete Recommendation 31 but decided to add amendment language for Recommendation 32. The intent of the amendment is to make clear that if government land is being provided, the developer should not be allowed the incentive of the linkage as well. The concern is “double dipping” without the public knowing. It is not intended to affect any linkage rights already established by the County. Linkage is generally a good thing that provides incentive to build workforce housing.
- Linkage is a tool that an workforce housing developer can add on to drive the price of construction down.
- I haven’t been able to understand what you see as the downside to the developer use linkage even though land provided.
- Linkage negotiations occur between developers it happens in private. Linkage is “in lieu” fee which is 275k ceiling. Order of magnitude. I’m concerned about possible double dipping and getting the most for our the affordable housing incentive.
- The codified inclusionary housing process allows developer to locate existing units onsite, off site or in lieu. The problem may be for the smaller not the large scale projects.
- This recommendation includes that already existing and built affordable housing would not be allowed the linkage.
- What is intent of “and”? A: Good point maybe it should be “or.”
- Failing to see what is secretive. Is everything they are doing is made public at the agreement level? A: *Yes but only for larger scale projects.*
- Still fail to see problem
- I’m not sure this language addresses some of the issues popping up. Staff could evaluate current linkage system and make it a more transparent system.
- #31 includes linkage concept and building of units with government subsidy.
#31: “The AHAC recommends the BOCC direct staff to evaluate the legal, financial and economic issues and make recommendations on whether and how to amend the land development code to not allow inclusionary requirements to be satisfied through ‘linkage’ under Sec. 130-161 (c) with affordable housing units built in proportion of the government investment. *(Formerly 10-a.)*”
- #32 could look at linkage to provide greater transparency to capture today’s conversation.
- I’m concerned 31 by itself would be so difficult wouldn’t get done.
- *Member Straw poll* on deleting Amendment #31 6 /4 fell short of consensus (8 votes needed).
- Mr. Hunter asked to call the vote on Amendment F as amended (substituting “or” for “and”).

<i>Amendment #</i>	<i>Sponsor</i>	<i>Straw Poll Y/N</i>	<i>Member Vote-Yes</i>	<i>Member Vote -No</i>	Result
Amendment F, Recommendation 32	Bill Hunter	-/-	1	9	Not Adopted

III. ADOPTION OF THE RESOLUTION TO THE BOCC INCORPORATING THE AHAC RECOMMENDATIONS AS AMENDED

Following the review and votes on each amendment, a final opportunity for public comment was provided

Jack Niedbalski, Executive Director, Habitat for Humanity, Upper Keys, asked a general question of the Committee whether their recommendations only focused on rentals and not home ownership. Mayte Santamaria noted that the Committee's recommendations on workforce housing incentives focus on rental but also provide incentives for homeownership. Task 4 from the BOCC was to provide recommendations on rental solutions. Task 5 & 6 recommendations cover home ownership.

The members then reviewed the draft resolution to the BOCC. Ed Davidson moved and Jim Saunders seconded a motion to incorporate the AHAC recommendations as revised into the Resolution to the BOCC (*See Appendix #7*) and direct staff to present it to the BOCC at its August 17, 2016. The members voted 10-0 in support of the motion.

IV. FINAL COMMENTS AND NEXT STEPS

At the conclusion of the meeting the facilitator Bob Jones thanked the Committee members and the Committee liaisons for their hard work today and over the past 11 months and commended them for continuing to work together to build consensus and reach agreement on recommendations to the BOCC that if implemented could make a difference in addressing workforce housing in Monroe County. He noted it was an honor to work with them and get to know them and the issues. He invited each member to provide closing thoughts on the day and the effort:

- It was great working with all of you. I thought I knew a lot about affordable housing but have learned much on the Committee.
- I thought I knew a lot, now I know that I know a lot. Will follow and look forward to getting everyone together in 6 months or quarterly. Thank you Sylvia and Heather for sitting in and supporting the Committee's work.
- Thanks to the staff and facilitator for the Committee meetings that were well organized and went smoothly.
- I've sat on some of these committees before and this is most effective task force on which I have served, it was very informative and will result in positive movement on workforce housing in the County.
- Thanks for opportunity to participate. I've enjoyed working with really smart people.
- There is a lot of talent in the room, and hopefully the BOCC will call on us to assist with the implementation of these recommendations.
- I have served on 4 previous task forces and I believe this diverse Committee has created recommendations that can make a difference. Thanks to the staff (Mayte, Emily, Steve and Tiffany) for their great support over the year. Thanks also to Carol and Bob who have been excellent in facilitating and orchestrating our meetings. This has been a great group and we need to follow the process and get these changes in place to support workforce housing in Monroe County.
- I agree with everything that has been said. There has been a lot of work behind the scenes to produce these consensus recommendations. Thanks to the facilitator for keeping us on track and under control. Thanks to Carol for her attention to the Committee needs.
- From an outsider perspective, having worked on affordable housing in 7 states, this was among the most sophisticated efforts with a great group and especially a great consensus process.
- I was skeptical about having a facilitator and trying to build consensus. Bob Jones has done good job to change my mind. We have accomplished a great deal because of what we have all done together.

- Thanks to the Commission and the committee for inviting cities into the Committee's discussion which will put us all on the same page, working together and allowing us to take things home and alter our codes to align with this effort. The facilitator did make a difference.
- Thank you for participating from wide variety of backgrounds because we need different voices to solve this problem together.

Mayte Santamarie distributed copies of the AHAC Resolution and welcomed members to come to the August 17 BOCC presentation. *The meeting adjourned at 12:55 p.m.*

draft

Appendix #1 Meeting Agenda

MONROE COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE
MEETING XI —FRIDAY, JULY 22, 2016—9:00 A.M.-3:00 P.M.
MARATHON GOVERNMENT CENTER

AHAC MEETING OBJECTIVES

- ✓ To review Procedural Topics (Agenda, AHAC June 17, 2016 Summary/Minutes, Consensus Guidelines and the Final Recommendations Amendatory Process)
- ✓ To Hear and Consider Public Comment
- ✓ To review and decide on each member amendment of the draft Recommendations adopted at the June 17, 2016 AHAC meeting
- ✓ To seek adoption of the recommendations as amended in a resolution to the BOCC

AHAC MEETING AGENDA—FRIDAY, JULY 22, 2016

All Agenda Times—including Public Comment & Adjournment—are Approximate and Subject to Change

9:00 AM	Welcome, Roll Call, Introductions, Review and Approval of Agenda
9:10	Review and Approval of AHAC June 17, 2016 Draft Summary/Minutes
9:15	Update on Actions, Activities since the June 17, 2016 AHAC Meeting
9:25	Overview of the Consensus Building Guidelines and AHAC Process for Adopting Amendments to the June 17, 2016 Amendatory Text Recommendations
9:35	Overview of the AHAC Recommendation Amendments (6 amendments)
<i>9:45</i>	<i>Public Comment</i>
<i>10:30</i>	<i>Break</i>
10:45	AHAC Review and “Consensus” Vote (<i>i.e.</i> 75% support or greater) on Whether to Adopt Each Proposed Amendment into the Text of the Recommendations
<i>12:00</i>	<i>Public Comment</i>
12:30	AHAC Consideration and Discussion of Public Comment
12:45	Motion on a Resolution to the BOCC Incorporating the Recommendations as Amended
<i>1:00-3:00 PM</i>	<i>As needed to complete the review and adopt an AHAC Resolution to the BOCC</i>
	Next Steps and Meeting and Process Evaluation & Celebration
3:00 PM	ADJOURN

Appendix #2- AHAC Committee and Staff

AFFORDABLE HOUSING ADVISORY COMMITTEE MEMBERSHIP	
MEMBER, ORGANIZATION	REPRESENTATION –Based on Statutory/Regulation Categories & Districts
Jim Cameron	Advocate for low income affordable housing, Dist. 2
Capt. Ed Davidson, Monroe County School Board	Citizen recommended by the Monroe County School Board
Hana Eskra, Florida Market President, Gorman & Co. Inc.	Real estate professional in connection with affordable housing, Dist. 4
Bill Hunter	Citizen with no financial interest in the development of affordable
Warren Leamard. Owner, Chef, Destination Catering & Events	Not for profit provider of affordable housing, Dist. 3
Kurt Lewin, 1 st State Bank of Florida Keys	Banking/Mortgage Banking related to affordable housing, Dist. 1
Ken Naylor, Atlantic Pacific Communities	For profit provider of affordable housing, Dist. 3
Tim Root, McKendry Construction	Residential affordable housing building industry, Dist. 1
Jim Saunders, Bayview Land Development & Permitting	Citizen, representing employers in Monroe County, Dist. 5
Stephanie Scuderi, Senior VP, Centennial Bank.	Citizen, representing essential services personnel related to AH, Dist. 5
Ed Swift III, President, Historic Tours of America	Citizen, residing in Monroe County, Dist. 4
Randy Wall	Labor, home building related to affordable housing, District 2
Jodi Weinhofer, President, Lodging Association of the Florida Keys	Citizen recommended by the Monroe County lodging industry
William Wiatt, Sunset Villas	Member, Local Planning agency, Dist. 4
BOCC LIAISON- EX OFFICIO MEMBERS	
Heather Carruthers	Mayor Pro Tem, Monroe County BOCC
Sylvia Murphy	Commissioner, Monroe County BOCC
MUNICIPALITIES LIAISONS- EX OFFICIO MEMBERS	
Thaddeus Cohen	Planning Director, City of Key West
George Garrett	Planning Director/Deputy City Manager, City of Marathon
Deb Gillis	Mayor, Village of Islamorada
MONROE COUNTY STAFF	
Peter Morris / Steve Williams	County Attorney’s Office
Mayte Santamaria	Senior Director of Planning and Environmental Resources, Santamaria-Mayte@MonroeCounty-FL.Gov (305) 289-2500
Emily Schemper	Comprehensive Plan Manager (305)289-2500 Schemper-Emily@MonroeCounty-FL.Gov
Tiffany Stankiewicz	Development Administrator
Carol Schreck	Committee Administrator Schreck-Carol@MonroeCounty-FL.Gov
AHAC FACILITATOR	
Bob Jones	FCRC Consensus Center, FSU, rmjones@fsu.edu

Appendix #3 – AHAC Charge

OVERVIEW OF THE AFFORDABLE HOUSING ADVISORY COMMITTEE CHARGE

AHAC Tasks Assigned by the Monroe County Board of County Commissioners (BOCC)

The Monroe County Affordable Housing Committee (Committee) will seek consensus on guidance and recommendations to the Monroe County Board of County Commissioners (BOCC) addressing the issues set forth in the Committee's charge.

By October 2015:

1. Propose a definition for "Workforce" and the need within and where (geographically in unincorporated Monroe County) for providing housing for various income levels (very low, low, median and moderate).
2. Evaluate and define the workforce housing need in unincorporated Monroe County.
3. Evaluate and propose additional mechanism to qualify and monitor the occupants of deed restricted affordable housing to ensure the units are preserved and maintained as affordable.

Within 1 year from the effective date of Resolution 189-2015 (July 15, 2015):

4. Develop solutions for rental housing;
5. Develop incentives for development of workforce housing on Tier III properties;
6. Develop strategies for increasing density to encourage workforce housing development, such as micro housing and dormitories;
7. Develop strategies to increase the Monroe County Housing Authority's role in workforce housing, specifically as a management entity for rental workforce housing;
8. Explore and propose expanding local funding sources (local government, private/public partnerships, community/charitable organizations) to help expand workforce housing in Monroe County;
9. Review and consider recommendations to the BOCC for amendments to statutes to address:
 - a. Sadowski Trust Fund donor inequity,
 - b. Allow Land Authority funds to be used for extending deed restrictions or buying back expired deed restrictions to preserve affordable housing,
 - c. Amend Low Income Housing Tax Credit (LIHTC) program to require on-site management longer than 15 years,
 - d. Amend or increase 1 cent Tourist Impact Tax to provide dedicated funding for the provision of workforce housing specifically for the hospitality industry; and
10. Develop strategies to assist in developing inclusionary housing requirements for hospitality and commercial sector to build workforce housing.
11. *BOCC Resolution 393-2015, November 2015: Address Intergovernmental Collaboration on Workforce Housing*

AHAC SUCCESS STATEMENT (October 2015)

"The Committee will work together to produce consensus recommendations to the BOCC on the issues included in its charge creating a roadmap and framework for action that will help the County to prioritize, implement and measure improvements in housing all segments of the workforce by:

- Retaining and recovering Affordable Housing stock and improve qualifying and monitoring;
- Setting a goal of building or permitting available Monroe County ROGO allocations to improve availability of affordable workforce housing;
- Identifying all public and private lands suitable for affordable workforce housing;
- Identifying opportunities and creating meaningful incentives for developing and building affordable workforce housing;
- Identifying and suggesting revenue sources; and
- Identifying potential amendments to adjust regulations to support affordable workforce housing development.

Appendix #5: AHAC Workplan

AFFORDABLE HOUSING ADVISORY COMMITTEE			
PROPOSED MEETING SCHEDULE 2015-2016			
2016			
	DATE	TIME	LOCATION
I	Friday, August 21, 2015	9am-12 pm	Marathon Govt. Ctr.
II	Friday, September 18, 2015	9am-1 pm	Marathon Govt. Ctr.
III	Friday, October 16, 2015	9am-3 pm	Marathon Govt. Ctr.
IV	Friday, November 20, 2015	9am-1 pm	Marathon Govt. Ctr.
V	Friday, December 18, 2015	9am-2 pm	Marathon Govt. Ctr.
2016			
VI	Friday, January 22, 2016	9am-1 pm	Marathon Govt. Ctr.
RT	<i>Friday, February 19, 2016</i>	<i>9am-3 pm</i>	<i>Marathon Govt. Ctr.</i>
VII	Friday, March 18, 2016	9am-1 pm	Marathon Govt. Ctr.
VIII	Friday, April 22, 2016	9am-3 pm	Marathon Govt. Ctr.
IX	Friday, May 20, 2016	9am-3 pm	Marathon Govt. Ctr.
X	Friday, June 17, 2016	9am-3 pm	Marathon Govt. Ctr.
XI	Friday, July 22, 2016	9am-3 pm	Marathon Govt. Ctr.

COMMITTEE DRAFT WORK PLAN/MEETING SCHEDULE			
2015			
#	DATE	TIME	LOCATION
Initial Review and Development of AHAC Recommendations for Tasks #1-3			
I.	Friday, August 21, 2015	9am-12 pm	Marathon Govt. Ctr.
Organizational Meeting #1: Review Charge, Procedures, Success, Work plan and BOCC Charge tasks due in October 2015: workforce definition, workforce housing need and deed restricted affordable housing			
II.	Friday, September 18, 2015	9am-1pm	Marathon Govt. Ctr.
2 nd Meeting: Refine and Adopt Work Plan, Presentation and discussion on qualifying and monitoring employee housing and potential role of the Monroe County Housing Authority (Task #3); review 2 nd draft statement on “workforce” definition (#1); receive information from staff on workforce housing need and review draft statements (#2).			
III.	Friday, October 16, 2015	9am-3pm	Marathon Govt. Ctr.
3 rd Meeting: Refine and Update Work Plan, review, refine and adopt draft consensus recommendations on workforce definition (#1), workforce housing need (#2) and deed restricted affordable housing (#3). Review & discussion of Local Housing Assistance Plan, Sec. 2-701. - Duties of the affordable housing advisory committee.			
Initial Review of AHAC Ideas and Options on Tasks # 4-10, November 2015 –March 2016			
IV.	Friday, November 20, 2015	9am-1 pm	Marathon Govt. Ctr.
4 th Meeting: Review Work plan; Discuss, review, discuss and adopt the Report to the BOCC on the Local Housing Assistance Plan and surplus land inventory; Presentation and information on AHAC Tasks #5 Incentive for development of Tier III workforce housing properties and discussion and identification of initial options.			
V.	Friday, December 18, 2015	9am-1 pm	Marathon Govt. Ctr.
5 th Meeting: Refine and update Work Plan, Presentations, briefings and information on AHAC Tasks: Local funding sources (#8), state and local funding (#9a,b,c,d) discussion of initial options for recommendations.			

2016

VI. Friday, January 22, 2016 9am-1 pm Marathon Govt. Ctr.
 6th Meeting: Refine and update Work Plan, Presentations, briefings and information on AHAC Tasks: Possible topics: Task #10 Inclusionary Housing.

Consensus Building on AHAC Recommendations for Tasks 4-10, April 2016- July 2016

Friday, February 19 9am-3 pm Marathon Govt. Ctr.
 AHAC Roundtable with Municipal Representatives

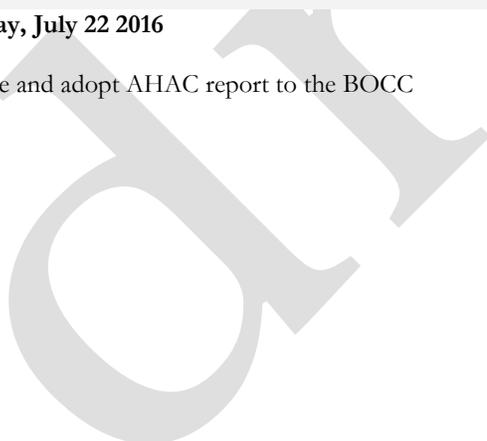
VII. Friday, March 18, 2016 9am-1 pm Marathon Govt. Ctr.
 8th Meeting: Refine and update Work Plan, Additional presentations, briefings and information on AHAC Tasks; Overview of initial draft of AHAC draft workforce housing report; Rating, refining and building consensus on background and recommendations.

VIII. Friday, April 22, 2016 9am-1 pm Marathon Govt. Ctr.
 9th Meeting: Refine and update Work Plan, Presentations, briefings and information on AHAC Tasks: Task #6 Increase Density (micro housing, dormitories, etc.) to encourage workforce housing development; Review of AHAC draft workforce housing report outline. Rating, refining and building consensus on draft background and recommendations.

IX. Friday, May 20, 2016 9am-3pm Marathon Govt. Ctr.
 10th Meeting: Review of 2nd draft of AHAC draft workforce housing report and rating, refining and building consensus on background and recommendations.

XI. Friday, June 17, 2016 9am-3 pm Marathon Govt. Ctr.
 11th Meeting: Review and adopt final draft of AHAC draft workforce housing report

XII. Friday, July 22 2016 9am-3 pm Marathon Govt. Ctr.
 12th Meeting: Finalize and adopt AHAC report to the BOCC



Appendix #6: AHAC Consensus Guidelines

AFFORDABLE HOUSING ADVISORY COMMITTEE PROCESS OVERVIEW AND CONSENSUS GUIDELINES

CONSENSUS-BUILDING GUIDELINES

Adopted Unanimously by the AHAC September 2015

Consensus Recommendations. The Monroe County Affordable Housing Advisory Committee (Committee) will seek consensus decisions on its workforce housing recommendations to the Board of County Commission. General consensus is a participatory process whereby, on matters of substance, the members strive for agreements which all of the members can accept, support, live with or agree not to oppose.

AHAC Consensus Defined. In instances where, after vigorously exploring possible ways to enhance the members' support for a proposed final decision on a recommendation, and the Committee finds that 100% acceptance or support is not achievable, final decisions will require at least 75% favorable vote of all voting members present. This super majority decision rule underscores the importance of actively developing consensus throughout the process on substantive issues with the participation of all members and which all can live with. In instances where the Committee finds that even 75% acceptance or support is not achievable, publication of Committee recommendations will include documentation of the differences and the options that were considered for proposals where there was more than 50% but less than 75% support from the Committee.

Modified Rules of Order. The Committee will develop and make substantive advisory recommendations using their adopted facilitated consensus-building procedures, and will use Robert's Rules of Order only for formal motions to adopt recommendations once a facilitated discussion is completed. The Committee and its liaison representatives will conduct many of its discussions as a "committee of the whole" and will utilize Robert's Rules of Order, as modified by the Committee's adopted consensus guidelines and procedures, to make and approve motions by any voting member to adopt final recommendations to the BOCC.

The facilitator will serve as "chair" in the context of addressing motions. A second is required to discuss the motion. If a motion is seconded, the Facilitator will open the floor for discussion. The Facilitator will recognize members wishing to speak on the motion. The Facilitator will, if time permits, recognize other members wishing to speak on the motion.

The Facilitator may elect or be requested by the member making the motion to take a "straw poll" on the motion. Based on the result, the Facilitator may table the motion with the agreement of the member moving it, pending further discussion. The member making the motion may accept friendly amendments to the motion. After completing discussion, the Facilitator will call the discussion to a close and restate the motion, with any friendly amendments, and call for a vote. If the motion receives a 75% or more favorable vote of the members present and voting it will be approved. The 75% supermajority voting requirement will supersede the normal voting requirements used in Robert's Rules of Order for decision making on substantive motions and amendments to motions related to committee recommendations. In addition, the Committee will utilize their adopted meeting guidelines for conduct during meetings.

Liaisons will serve as ex-officio representatives of the County and the Municipalities and will have an opportunity fully participate in the Committee discussions and consensus ratings of various options but will not vote on substantive AHAC motions or decisions.

AMENDATORY REVIEW PROCESS FOR COMMITTEE FINAL RECOMMENDATIONS

Adopted unanimously by the AHAC May 20, 2016

1. The Committee will continue to refine its recommendations and will invite comments of the AHAC members and liaisons and the acceptability ratings of AHAC members on the recommendations up through the June AHAC meeting.
2. The Committee will adopt an “amendatory draft” of the AHAC Recommendations to the BOCC at the conclusion of the June 2016 AHAC meeting. Staff will circulate the adopted “amendatory draft” by June 24, 2016 with an amendment forms for members to use if they wish to submit proposed amendments to the recommendations. Members will send any proposed amendments to the recommendations by email by **close of business July 8, 2016**, to Carol Schreck AHAC Administrator only and will not copy any other AHAC member and liaison.
3. To ensure that Members have an opportunity to review proposed amendments, the Committee will only address written member amendments received by the amendment **deadline of COB July 8, 2016** at the July AHAC meeting. No new amendments will be accepted by members from the floor. However, the facilitator may offer amendatory language from the floor, but only if it is designed to build greater consensus support by the AHAC for a recommendation.
4. The staff will organize the proposed amendments as either editorial and substantive and the facilitator will move adoption of editorial amendments as a consent packet. Before moving adoption of the editorial amendments, any Committee member can ask that an editorial amendment to be reviewed and voted on separately as a substantive amendment.
5. Amendment sponsors may be recognized for brief clarifying comments on meaning/intent of their amendments. Amendment sponsor(s) may accept “friendly” language to their amendments on the floor from other members or liaisons.
6. Following discussion, the Facilitator may elect or be requested by the amendment sponsor to take a “straw poll” on the level of member support for the amendment. Based on the result, the sponsor may decide to withdraw or request the amendment to be tabled pending further refinement and review later in the meeting. After completing discussion of each amendment, the Facilitator will call the discussion to a close and restate the amendment, with any friendly language added, and call for a vote of AHAC members on the amendment. If the amendment receives a 75% or more favorable vote of those members present and voting, it will be approved for inclusion in the recommendations to the BOCC.
7. Voting AHAC members present in the room will express consensus or vote on amendments, sections and on the motion to adopt the final recommendations as amended. There will be no abstentions.
8. Non-voting committee liaisons may participate in discussing amendments or proposing friendly language but not in voting on the amendments.
9. Following the review of all member amendments, a motion to adopt the final set of recommendations to the BOCC, as amended, will be sought and the motion must garner 75% of those members present and voting in order to forward the recommendations to the BOCC.
10. The Committee may instruct Staff to prepare the report to the BOCC and make any editorial changes as needed in preparation for delivery of the report to the BOCC for consideration at their August 2016 meeting.

MONROE COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)
PROCESS FOR FINAL AHAC RECOMMENDATIONS TO THE BOCC

*Text Adopted Unanimously by the AHAC June 17, 2016
Consensus Procedure Adopted Unanimously September 2015 and May 2016*

AHAC Options Development. At the AHAC March 18, 2016 meeting the Committee along with the County and Municipal liaisons reviewed and rated the importance of workforce housing options for AHAC Tasks 4 – 11. The Committee discussed and provided guidance to staff to draft potential recommendations for review at the April, May and June meetings.

AHAC Consensus Building on Draft Recommendations. At the April 22, 2016, May 20, 2016 and June 17, 2016 AHAC meetings, the Committee reviewed and rated the acceptability of each recommendation, refined recommendations to build greater consensus and added draft recommendations addressing each of the AHAC's 11 Tasks assigned by the Monroe County Board of County Commissioners.

AHAC Consensus Procedures. At its September 2015 meeting the AHAC adopted its consensus procedures requiring 75% of the AHAC members to adopt its recommendations and report to the BOCC and setting forth a consensus building process for reviewing and refining its recommendations to build greater consensus among the members. At its May 2016 meeting the AHAC unanimously adopted a consensus procedure for adopting an amendatory draft and offering an opportunity for each member to submit written amendments to the draft final recommendations to be reviewed and voted on at the July 22, 2016 AHAC meeting with a final vote on the package of recommendations as amended to take place at the conclusion of the July AHAC meeting.

AHAC Amendatory Text of Draft Final Recommendations. At the conclusion of the June 17, 2016 AHAC Meeting the Committee unanimously adopted an "amendatory draft" of the AHAC Recommendations as rated and revised at the meeting.

AHAC Member Amendments. Pursuant to the AHAC adopted procedure, AHAC members will receive the adopted "amendatory draft" by June 24, 2016 with an amendment forms to use if they wish to submit proposed amendments to the recommendations. Members will send any proposed amendments to the recommendations by email by close of business July 8, 2016, to Carol Schreck AHAC Administrator only and will not copy any other AHAC member and liaison.

AHAC Review of Member Amendments in Advance of July 22, 2016. Pursuant to the AHAC adopted procedure, AHAC members will receive the proposed amendments incorporated into the AHAC July 22, 2016 agenda packet by July 15, 2016, for their review and consideration in advance of the July meeting.

Appendix #7: AHAC Resolution to the BOCC Adopted July 22, 2016

A RESOLUTION OF THE MONROE COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE PROVIDING RECOMMENDATIONS TO THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, FLORIDA, ON THE TASKS ASSIGNED TO THE COMMITTEE FOR THE DEVELOPMENT OF A WORKFORCE HOUSING DEVELOPMENT PLAN.

WHEREAS, on May 21, 2008, the Board of County Commissioners of Monroe County adopted Ordinance 014-2008, which amended the Monroe County Code to establish the Affordable Housing Advisory Committee, including its assigned duties; and

WHEREAS, Monroe County Code Section 2-701 includes the specific duties of the Affordable Housing Advisory Committee; and

WHEREAS, the Board of County Commissioners, at a regular meeting held on the 20th of August, 2014, approved an agreement between FCRC Consensus Center, FSU, and Monroe County Board of County Commissioners for professional services on Affordable Workforce Housing Stakeholder Assessment; and

WHEREAS, at a regular meeting held on the 20th of May, 2015, the Board of County Commissioners reviewed and discussed the Monroe County Workforce Housing Stakeholder Assessment Report generated by FCRC Consensus Center, FSU, dated April 2015; and

WHEREAS, at a regular meeting held on the 20th of May, 2015, the Board of County Commissioners adopted Resolution 139-2015 assigning additional duties to the Affordable Housing Advisory Committee; and

WHEREAS, at a regular meeting held on the 10th of June, 2015, the Board of County Commissioners adopted Ordinance 014-2015 amending Section 2-700 of the Monroe County Code to establish the 14 members of the Affordable Housing Advisory Committee and directed staff to amend Resolution 139-2015 to add one additional duty to the committee; and

WHEREAS, on October 16, 2015, the Affordable Housing Advisory Committee adopted Resolution 01-2015, providing recommendations on the first three tasks assigned to the committee for the development of a workforce housing development plan; and

WHEREAS, at a regular meeting held on the 17th of November, 2015, the Board of County Commissioners adopted Resolution 393-2015, supporting and encouraging collaboration between the County of Monroe and incorporated municipalities of Monroe County on addressing the issues of affordable and workforce housing; and

WHEREAS, on November 20, 2015, the Affordable Housing Advisory Committee adopted Resolution 02-2015, recommending to the Board of County Commissioners an amendment to the Local Housing Assistance Plan, as required by the State Housing Initiatives Partnership Program Act; and

WHEREAS, on November 20, 2015, the Affordable Housing Advisory Committee recommended to the Board of County Commissioners a Review of Surplus Land Inventory and Inventory List and provided an inventory of county-owned real property which may be appropriate for affordable housing; and

WHEREAS, on January 22, 2016, the Affordable Housing Advisory Committee adopted Resolution 03-2015, recommending that the Board of County Commissioners support and fund a nexus study as the first step in considering the expansion of the current County residential inclusionary housing program to cover transient and commercial development in the County;

WHEREAS, the Monroe County Affordable Housing Advisory Committee has held meetings on August 21, 2015, September 18, 2015, October 16, 2015, November 20, 2015, December 18, 2015, January 22, 2016, February 19, 2016, March 18, 2016, April 22, 2016, May 20, 2016, June 17, 2016, and July 22, 2016 to produce consensus recommendations to the BOCC on the issues included in their charge;

NOW, THEREFORE, BE IT RESOLVED BY THE MONROE COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE:

The Monroe County Affordable Housing Advisory Committee provides recommendations to the BOCC, attached as Exhibit 1 and incorporated herein.

PASSED AND ADOPTED by the Monroe County Affordable Housing Advisory Committee at a meeting held on the 22nd day of July, 2016.

- Jim Cameron
- Capt. Ed Davidson
- absent Hana Eskra
- Bill Hunter
- Warren Leamard
- Kurt Lewin
- Ken Naylor
- absent Tim Root
- Jim Saunders
- Stephanie Scuderi
- Ed Swift III
- Randy Wall
- absent Jodi Weinhofer
- absent William Wiatt

EXHIBIT 1

TASK # 1 & 2 WORKFORCE AND WORKFORCE HOUSING DEFINITIONS AND NEED

OCTOBER 2015 AHAC CONSENSUS RECOMMENDATIONS

1. The BOCC should review the Committee's recommended definitions for "Workforce" and "Workforce Housing." If the BOCC accepts the Committee's recommendation, it should direct staff to propose any Land Development Code amendments needed to incorporate them.
2. Workforce means individuals or families who are gainfully employed supplying goods and/or services to Monroe County residents or visitors.
3. Workforce Housing means dwelling units for those who derive at least 70% of their income as members of the Workforce in Monroe County and who meet the affordable housing income categories of the Monroe County Code.
4. Based on the current, available data, the Committee believes there is an unmet Workforce Housing need throughout Monroe County, specifically near employment centers. It recommends the BOCC recognize that Monroe County continues to experience a critical Workforce Housing need. The need and demand for Workforce Housing appears most critical for those households at the median, low and very low-income levels and is most severe in the middle and lower Keys.

TASK # 3 QUALIFYING & MONITORING DEED RESTRICTED AFFORDABLE HOUSING

OCTOBER 2015 AHAC UNANIMOUS CONSENSUS RECOMMENDATIONS

The **bold** language for recommendation #7 below were suggested refinements that were agreed to by the AHAC at the June 17 meeting.

The Committee recommends the BOCC take action to strengthen the County's ability to qualify and monitor deed restricted affordable housing in unincorporated Monroe County.

5. The BOCC should direct staff to continue to build its database of deed-restricted units.
6. The Committee strongly recommends staff coordinate, collaborate and share information with the Monroe County Housing Authority, municipalities, nonprofit entities, and the real estate sector to create a dynamic countywide database, inventory for existing affordable housing.
7. **By October 2016**, County staff should develop **proactive mechanisms including code requirements and fines** based on HUD guidelines to enhance the monitoring of affordable housing including consideration of securing the services of the Monroe County Housing Authority, additional County staff or 3rd party monitoring services or some combination thereof. Funding estimates for such a program should be developed and evaluated by staff and the Monroe County Housing Authority and should be considered in deciding how to develop the most cost effective monitoring and qualifying approach.

8. The Committee strongly recommends staff coordinate and share information with the municipalities in developing these options, with a goal of developing a countywide monitoring mechanism program.
9. The Committee strongly recommends that the County identify and fund an enhanced enforcement program as an essential element for maintaining affordable workforce housing in the County. This program should address compliance and enforcement of deed restricted property to maintain our available housing stock.
 - a) Authorize Code Compliance and/or the Monroe County Tax Collector's Office to more aggressively pursue illegal rentals.
 - b) Require that owner-occupied units be homesteaded.

TASK #4 DEVELOP SOLUTIONS FOR RENTAL WORKFORCE HOUSING

10. The AHAC recommends the BOCC direct staff to evaluate and develop comprehensive plan and land development code amendments to create a workforce housing overlay which can be applied to properties (through a map amendment) to provide additional density bonuses for workforce developments that offer only workforce housing rentals in perpetuity on Tier III designated lands. *(formerly 4 a.)*
11. The AHAC recommends the BOCC direct staff to evaluate and recommend a proactive approach to enhance the enforcement against illegal vacation rentals; tourist housing and vacation rentals of affordable housing units; including additional code compliance staff to focus on short-term rentals and continued partnership with the Monroe County Tax Collector. *(formerly 4 b.)*
12. The AHAC recommends the BOCC direct the Land Authority to evaluate and provide recommendations to the BOCC on utilizing Land Authority funds to buy back expiring deed restrictions in order to preserve rental affordable housing. The Land Authority should consider remaining deed restriction timeframes and make recommendations on potential monetary offers to provide for a range of additional deed restriction years, including a priority for perpetual deed restrictions in order to preserve existing affordable housing. *(formerly 4 c.)*
13. The AHAC recommends the BOCC direct staff to evaluate and provide recommendations to the BOCC on strategies and best practices for engagement, outreach, public awareness and education to address the NIMBY ("Not in my backyard") sentiment to workforce housing and collaborate with the developers, municipalities, the private and non- profit sectors. *(formerly 4 d.)*

TASKS #5 & #6 DEVELOP INCENTIVES FOR WORKFORCE HOUSING ON TIER 3 PROPERTIES, INCLUDING STRATEGIES FOR INCREASING DENSITY.

14. The AHAC recommends the BOCC consider issuing requests for proposals (RFP) for the development of workforce housing on county-owned land as a key priority. The AHAC recommends the BOCC direct staff to collaborate with other public entities which own land in

the county and recommend how best to increase and target incentives for leasing back the properties to workforce housing developers. The AHAC also recommends the BOCC direct the Land Authority to prioritize the purchase of additional Tier 3 lands for the development of workforce housing. The BOCC may also consider future RFPs for the development of affordable housing. *(formerly 5/6 a.)*

15. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and legislative issues and develop recommendations on the development of a property tax incentive for homeowners that rent a lawfully established existing market rate unit to a member of the workforce in any Tier within the very low, low and median affordable housing income limits and rental rates. *(formerly 5/6 b.)*
16. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and legislative issues and develop recommendations on the creation of a 10-year tax incentive for the development of only workforce housing. *(formerly 5/6 c.)*
17. The AHAC recommends the BOCC direct staff to maintain and update the inventory of County owned land that can be used for affordable housing development. *(formerly 5/6 d.)*
18. The AHAC recommends the BOCC direct staff to evaluate and develop comprehensive plan and land development code amendments to allow property owners of Tier 3 designated lands with an existing market rate dwelling unit to add an accessory workforce housing residential unit which will require the use of an affordable ROGO. Staff should evaluate residential zoning districts, density standards, income levels, maximum size of the accessory workforce housing residential unit and the minimum property size for the development of an accessory residential workforce housing unit. This can be a method to incentivize the development of smaller “starter units” for the workforce. *(formerly 5/6 e.)*
19. The AHAC recommends the BOCC direct staff to evaluate and develop comprehensive plan and land development code amendments to create a Workforce Housing overlay for the Planning Commission to recommend and Board of County Commissioners to approve an extra story for the development of an exclusive workforce housing project, up to maximum of 40 feet. *(formerly 5/6 f.)*
20. The AHAC recommends the BOCC direct staff to revise existing Land Development Code Section 130-161.1 to provide another incentive for the preservation of affordable housing and the development of market rate housing on Improved Subdivision (IS), Tier III properties as follows:

~~“ROGO exemptions transferred under this program may be transferred on a 1 for 1 basis where the ROGO exemptions are to be transferred to Tier III, single-family residential lots or parcels within the Improved Subdivision (IS) land use district and the same ROGO planning subarea for the development of single family detached dwelling units. However, where transfers are to be made to commercial or recreational working waterfronts (as defined by Florida Statutes), or to multi-family projects in non-IS districts, the transfers shall result in no fewer than two deed-restricted affordable or workforce housing units remaining on an eligible sender site(s) for each market rate ROGO exemption transferred.”~~ *(formerly 5/6 g.)*

21. The AHAC recommends the BOCC direct staff to evaluate and develop comprehensive plan and land development code amendments to create an additional workforce housing density bonus in the Mixed Use Zoning District to provide additional density only for the development of workforce rental housing in the median, low and very low income categories which is deed restricted in perpetuity and located on Tier 3 designated lands. *(formerly 5/6 b.)*

TASK # 7 DEVELOP STRATEGIES TO INCREASE THE MONROE COUNTY HOUSING AUTHORITY'S ROLE IN WORKFORCE HOUSING, SPECIFICALLY AS A MANAGEMENT ENTITY FOR RENTAL WORKFORCE HOUSING

See Task 3, Recommendations 7-9 that address this Task.

TASK # 8 EXPLORE AND PROPOSE LOCAL FUNDING SOURCES TO HELP EXPAND WORKFORCE HOUSING IN MONROE COUNTY

Unquestionably these recommendations will be costly, in developing these recommendations, the AHAC believes from the past 12 months of discussions that the Commission should set a 10-year target of raising at least \$10 million annually from local funding sources to help expand workforce housing in Monroe County and address the unmet Workforce Housing need throughout Monroe County, specifically near employment centers.

22. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and operational issues and make recommendations on whether and how to establish an annual fee on non-primary residences that are not utilized as long-term rentals (6 month rentals or greater) to be dedicated to supporting workforce housing and the enforcement of regulations. *(formerly 8.a.1)*
23. The AHAC recommends the BOCC direct staff to evaluate the legal, statutory, financial and operational issues and make recommendations on whether and how to establish a property tax exemption for non-primary residences that rent their residence for not less than 6 months (long term) to a member of the Monroe County workforce. Every property owner claiming the additional reduction in assessed value must annually file an application with the Monroe County Property Appraiser, including documentation and affidavit regarding the qualifying workforce housing occupant of the residence for the year in which the reduction is sought. *(formerly 8.a.2)*
24. The AHAC recommends the BOCC direct staff to evaluate the legislative, economic and financial issues, including and take the necessary steps and make recommendations on whether and how to propose to statutory amendments to increase by 1 penny the Tourist Impact Tax to provide additional dedicated funding for the acquisition of land for workforce housing and construction of workforce housing in Monroe County. Evaluate including a sunset date of 10 years. *(Formerly 8-b 1)*
25. The AHAC recommends the BOCC direct staff to engage with the Community Foundation of the Florida Keys(CFFK), municipalities, and the business and tourist sector in Monroe County to establish a community workforce housing fund administered by the FKCF that can provide

additional dedicated funding for workforce housing in Monroe County and rental assistance loans. (Formerly 8 d.)

26. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and economic issues and make recommendations on whether and how to increase the ad valorem tax on residential/commercial properties and commercial properties that are not rented at affordable rates in order to provide additional dedicated funding for the acquisition of land for workforce housing and construction of workforce housing in Monroe County. (Formerly 8-e)
27. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and economic issues and make recommendations on whether and how to create a tax incentive for commercial properties that include workforce housing on the same site. (Formerly 8-e.1)

TASK # 9 REVIEW AND RECOMMEND WORKFORCE HOUSING STRATEGIES AS AMENDMENTS TO STATE STATUTES (TASKS A-D)

28. The AHAC recommends the BOCC direct the Land Authority to evaluate and provide recommendations to the BOCC on utilizing Land Authority funds to buy back expiring deed restrictions in order to preserve rental workforce housing. The Land Authority should consider remaining deed restriction timeframes and make recommendations on potential monetary offers to provide for a range of additional deed restriction years, including a priority for perpetual deed restrictions in order to preserve existing workforce housing. (Formerly 9-a.)

Note: Land Authority staff has stated that statutory amendments would not be needed for draft recommendation.

29. In light of the workforce housing crisis in Monroe County, the AHAC recommends the BOCC continue to support of the provision of Sadowski Trust funding and the dedicated tax credit project for the Florida Keys as a key legislative priority. (Formerly 9-b.)

TASK 10 DEVELOP STRATEGIES FOR DEVELOPING INCLUSIONARY HOUSING REQUIREMENTS FOR HOSPITALITY AND COMMERCIAL DEVELOPMENTS TO SUPPORT BUILDING WORKFORCE HOUSING.

30. “The AHAC recommends that the Board of County Commission support and fund a nexus study as the first step in the expansion of the current County residential inclusionary housing program to cover transient and commercial development in the County.” *AHAC January 2016 Resolution to the BOCC*

March 2016 AHAC Meeting: The Committee emphasized with staff and the BOCC the urgency of completing the nexus study as soon as possible in order to advance policy recommendations on establishing an inclusionary housing program for transient and commercial development in the County.

31. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and economic issues and make recommendations on whether and how to amend the land development code to not allow inclusionary requirements to be satisfied through ‘linkage’ under Sec. 130-161 (c)

with affordable housing units built in proportion of the government investment. (Formerly 10-a.)

32. The AHAC recommends the BOCC direct staff to evaluate the legal, financial and economic issues and make recommendations on whether and how to amend land development code to not allow inclusionary requirements to be satisfied through 'linkage' under Sec. 130-161 (c) with affordable housing units already-existing/built. (Formerly 10-b.)

Note: linkage should not be available for existing affordable projects as they do not address the need for additional affordable housing.

TASK 11. OPPORTUNITIES FOR INTERGOVERNMENTAL COOPERATION ON WORKFORCE HOUSING

33. Building on the February 2016 Workforce Housing Intergovernmental Roundtable and the continuing participation of municipal planning directors in the AHAC process, the AHAC recommends each jurisdiction pass a resolution to commit their respective Planning Director's meet to discuss at least twice a year to explore and implement consistent strategies for closer intergovernmental cooperation and collaboration on workforce housing. (formerly 11 a)

Note: At the March 2016 AHAC meeting the Committee agreed that intergovernmental cooperation is a "very important" element of the AHAC's work and tasks on workforce housing. There was agreement that the planning directors review the potential areas that have been identified for cooperation at the Intergovernmental Roundtable and report back to their respective governing boards and the AHAC with any recommendations or suggestions for the Committee's consideration.

Below are the potential intergovernmental cooperation opportunities identified in the February 2016 Intergovernmental Workforce Housing Roundtable:

- A. Collaborate on monitoring and qualifying Affordable Housing (AHAC Recommendation on Task 3)*
- B. Seek to develop consistent affordable housing terminology*
- C. Develop a more consistent intergovernmental approach to deed restrictions*
- D. Identify county and municipal Funding Sources for Affordable Housing*
- E. Purchase land to Address the Growing Workforce Housing Crisis.*
- F. Support inclusionary Housing and Redevelopment*
- G. Provide incentives for Building Workforce Housing*
- H. Work together on Homeowners and Flood Insurance Costs*
- I. Take a new look at the Hurricane Evacuation Formula*
- J. Review policies on backyard houses and work force housing*
- K. Communicating with the public on the workforce housing need & solutions*