

AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)
The Villages Sumter County Service Center
7375 Powell Road, Wildwood, FL 34785

Any person requiring reasonable accommodation at this meeting because of disability, physical impairment, or interpretation needs should contact the County Administrator's Office, 7375 Powell Road, Wildwood, FL 34785 (352) 689-4400 at least two days before the meeting.

October 11, 2023
10:00 AM

1. **Meeting Called to Order**
2. **Pledge of Allegiance**
3. **Public Forum**
4. **Approval of Minutes**

Documents:

[7.12.2023 Meeting Minutes.pdf](#)

5. **New Business**

- a. 2023 Affordable Housing Incentive Review and Recommendation Report for SHIP
Affordable Housing Incentive Strategies

Incentive I: The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.

Incentive J: The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

Incentive K: The support of development near transportation hubs and major employment centers and mixed-use developments.

The final draft report will be presented to the AHAC at the Public Hearing scheduled for November 9, 2023. The AHAC must adopt the final report so it can be submitted to the Sumter County Board of County Commissioners (SCBOCC) for review.

The final report will be presented to the SCBOCC at their next regularly scheduled meeting following the public hearing.

As required, the final report will be emailed to Florida Housing Finance Corporation before December 31, 2023.

b. Update on the Multi-family Rental Development Strategy

Documents:

[10.11.23 Incentives I-K.pdf](#)

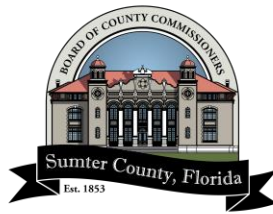
6. **Next Meeting**

Public Hearing - November 9, 2023 @ 10:00 a.m. at 7375 Powell Road, Room 102, Wildwood, FL 34785.

7. **Motion to Adjourn**

Contact Us:

administrative.services@sumtercountyfl.gov



AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)

Sumter County, FL
The Villages Sumter County Service Center
7375 Powell Road Wildwood, FL 34785

Meeting Minutes Date: July 12, 2023.

Members Present: Secretary; Sandra Woodard – Early Learning Coalition of the Nature Coast; Robert Hanson – Sumter County Fire & EMS; Amber Tucker – Mid-Florida Homeless Coalition; PJ Lewis – Lewis Brothers Construction; Gene Barton – Helping Hands Outreach; Liz Roberts – Romac Building Supplies; LuAnn Duncan– Sumter County Resident.

Members Absent: Chairman Andy Bilardello – Board of Sumter County Commissioner; Courtney Gage – VP Commercial Banker Citizens First Bank; Melanie Peavy – City of Wildwood Development Services Director; Danny Smith – Smith & Smith Realty; Asheley Raybon – Alternate (Real Estate).

Public Attendees: Denna Lafferty – Housing Coordinator; Kristy Russell – Acting Economic Development Director.

Location: 7375 Powell Road, Suite 162, Wildwood, FL 34785. A copy of the public notice for this meeting is on file.

Handouts to members: All meeting materials are sent to the committee electronically before the meeting. Staff displays the agenda and items for discussion on a projector screen during the meeting.

Call to Order: Mrs. Woodard called the meeting to order at 10:03 a.m.

Flag Salute: Mrs. Woodard led the flag salute.

Public Forum: N/A

First order of business: *Approval of AHAC minutes dated April 12, 2023.*

Mr. Hanson moved, with a second by Ms. Roberts, to approve the April 12, 2023 meeting minutes. The motion carried unanimously.
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Second order of business: *Election of Vice-Chairman and Secretary.* After discussion among the members, a motion was made to elect Vice-Chairman and Secretary.

Mrs. Lewis moved, with a second by Ms. Roberts, to elect Mr. Robert Hanson as Vice-Chairman. The motion carried unanimously.

Mrs. Tucker moved, with a second by Mr. Hanson, to elect Mrs. Sandra Woodard as Secretary. The motion carried unanimously.

Third order of business: *2023 Affordable Housing Incentive Review and Recommendation Report for SHIP Affordable Housing Incentive Strategies.* The committee was provided a review document with the agenda, which described each incentive, current policy, and staff review. Mrs. Lafferty reviewed the following incentives:

Incentive F: The reduction of parking and setback requirements for affordable housing.

Incentive G: The allowance of flexible lot configurations, including zero-lot-line configurations, for affordable housing.

Incentive H: The modification of street requirements for affordable housing.

Mr. Hanson moved, with a second by Mrs. Lewis, not to make any recommendations regarding Incentives F-H. The motion carried unanimously.

Fourth order of business: *Draft Local Housing Assistance Plan (LHAP) Rental Multi-family Rental Development Strategy.* Mrs. Lafferty stated that, at the request of the committee, staff prepared a multi-family rental development strategy. Mrs. Lafferty stated the new strategy will allow the County to utilize some of the State Housing Initiatives Partnership (SHIP) program dollars to provide a developer with the local government contribution of \$340,000 needed to apply for state funding to construct an affordable housing development. Mrs. Lafferty stated staff conducted research and obtained information from Citrus County Housing Services as they have been successful in administering a similar strategy. Mrs. Lafferty stated the strategy was structured to support a developer applying for state funding with the Florida Housing Finance Corporation (FHFC). Mrs. Lafferty stated the reason for the limitation is that the state has specific restrictions in place for income compliance and annual auditing. Mrs. Lafferty stated there are annual monitoring requirements with the use of SHIP funds for any rental development. The annual monitoring is very time-consuming for staff. The County can use FHFC's annual monitoring reports to meet the SHIP funding requirement, which will help to reduce staff time and ensure the accuracy of the monitoring. Mrs. Lafferty stated a development funded by FHFC is monitored for thirty years. Mrs. Lafferty stated only one development will be approved through a Request for Application process. Mrs. Lafferty noted that the County will not assist with finding suitable land to support a development; this will be the sole responsibility of the developer. The strategy will not provide any funding for direct rental assistance to tenants as it is designed strictly to support the construction of affordable rental developments. The local government's contribution will only be provided through the use of SHIP funding. Mrs. Lafferty stated due to the SHIP and FHFC financing requirements, the entire development would be income-based rental units. Ms.

Roberts asked what the average rent would be for this type of development? Mrs. Lafferty replied, "\$600 to \$900 a month". Mrs. Lafferty stated the rents would be restricted for thirty years per the state requirements. Mrs. Lewis asked if the development would be located in the south end of the county. Mrs. Lafferty stated it would be up to the developer to find a suitable location; however, it would need to be constructed within a city that has infrastructure in place to support the development. Mr. Hanson commented on the expansion of infrastructure within the cities, which will increase the availability for development in those areas. Ms. Roberts commented on the struggle Habitat for Humanity has experienced when working with the Construction Academy in finding suitable properties with infrastructure in place to construct the new homes. Mrs. Lafferty further described the terms of the assistance under the strategy. Mrs. Duncan asked how the strategy would be advertised to potential developers. Mrs. Lafferty stated the county would publish a Notice of Funding Availability (NOFA), which is a SHIP requirement, and Ms. Kristy Russell would utilize other marketing avenues through the Economic Development Division. Mrs. Tucker commented on how well the strategy was designed and thanked Mrs. Lafferty for her effort and work in preparing the strategy.

Mrs. Woodard moved, with a second by Mrs. Tucker, to approve the Multi-family Rental Development Strategy and submit it to the Board of Sumter County Commissioners for consideration of approval. The motion carried unanimously.

Fifth order of business: *Committee Update.* Mrs. Lafferty reviewed the committee members who were re-appointed by the Board of Sumter County Commissioners and discussed the two vacant positions.

Committee Members: N/A

Next Meeting:

- October 11, 2023, at 10:00 a.m. at 7375 Powell Road, Room 102, Wildwood, Florida 34785 (published for public notice).

Mrs. Woodard moved, with a second by Ms. Roberts, to adjourn at 10:35 a.m. The motion carried unanimously.

2023 Affordable Housing Incentives Review and Recommendation Report

October 11, 2023 AHAC Meeting - Incentives I-K Review

Incentive I: The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.

Incentive Description: The purpose of this incentive is to provide oversight of proposed new regulations to reduce regulatory requirements and minimize additional development costs. The incentive can create an awareness of the potential impact of a proposed regulation on affordable housing development.

Current Policy: This is an ongoing task of housing staff. We established the process in 2007.

Staff Review: Housing staff actively reviews policies, procedures, BOCC & Planning and Zoning Special Master meeting agendas, amendments regarding affordable housing and residential housing developments. Staff gives any recommendations to the Division Director for the County Administrator and BOCC consideration and review.

Housing staff tracks any potential effects for the submission of the SHIP annual report. The BOCC Chairman is required to execute a certification confirming that there is an ongoing process for a review of local policies, regulations, and plan provisions that increase the cost of housing before their adoption.

Incentive J: The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

Incentive Description: The formation of a surplus list and inventory of affordable housing is a statutory requirement. Beginning in July 2007 and every three years thereafter, each county and municipality in Florida must prepare an inventory list of all the real property it owns that is appropriate for use as affordable housing as outlined in Sections 125.379 and 166.0451, Florida Statutes. The inventory list must go to a public hearing, and the governing body must adopt a resolution that includes the inventory list.

Current Policy: The County adopted the policies on October 9, 2007, and September 26, 2017. The incentive is also included in the Local Housing Assistance Plan. Resolution 2019-46 adopted the last inventory list on November 26, 2019.

Staff Review: The Office of Management and Budget (OMB) maintains a list of surplus county-owned properties that may be suitable for affordable housing or for sale. Sumter County adopted the first list on October 9, 2007, and continues to maintain the list of surplus properties within OMB. OMB performs a reconciliation of county expenditures and proceeds following the closing of each sale of surplus property. In the event any positive balance for all properties within the fiscal year can support additional funding for affordable housing. The transfer of funds to the Affordable Housing account is the total net profit from sales of these properties, if any. The funding, when available, will assist with various housing projects consistent with the Affordable Housing Plan.

The BOCC approved a new policy to donate county-owned property for affordable housing purposes on September 26, 2017. The policy outlines how BOCC will offer eligible properties for affordable housing opportunities to community housing partners to meet the objective of Florida Statutes § 125.379. When the BOCC gains property through an escheatment tax deed, code enforcement foreclosure, or tax deed sale when associated with a code enforcement case, these properties may not be marketable due to title defects or because they have not sold after a year of being on the market with the BOCC's contracted broker. When any of the conditions above render the property not marketable, then the BOCC may offer the property to its community housing partners with conditions for sole use in providing a new single-family site-built home or renovation of the existing site-built home on the transferred property.

Incentive K: The support of development near transportation hubs and major employment centers and mixed-use developments.

Incentive Description: Land use requirements that support development, near transportation hubs and major employment centers, help low-to-moderate-income citizens use public transportation, walk or cycle around the community, which can reduce their household expenses.

Current Policy: Sumter County has Joint Planning Agreements with all the municipalities within its boundary.

Staff Review: The county and cities promote compact growth with a variety of land use within the Municipal Overlay Areas and Joint Planning Areas around each city as a means to promote walkable communities and support downtown corridors. Sumter County uses the Joint Planning Areas to encourage development within areas that have municipal services. The county encourages economic development and identifies a mix of future land use districts to promote high-value growth consistent with the community.

Sumter County has many walkable communities, including The Villages Community District, the City of Bushnell, and the City of Wildwood. These communities consist of mixed-use development and offer a wide variety of different employment opportunities. Sumter County Transit provides public transportation for the citizens of the county.