



Islamorada, Village of Islands

WORKFORCE AFFORDABLE HOUSING CITIZENS ADVISORY COUNCIL

June 17, 2024 - 5:00 PM

Administrative & Public Safety Headquarters
3rd Floor Conference Room and Zoom Communications
86800 Overseas Highway Islamorada, FL 33036

The Workforce Affordable Housing Citizens Advisory Council has resumed the in-person regular meeting format. Virtual participation is still available to the public. Please see the last page of the agenda for participation details.

AGENDA

- I. CALL TO ORDER / ROLL CALL**
- II. ADDITIONS AND / OR DELETIONS TO THE AGENDA**
- III. PUBLIC COMMENT**
- IV. AGENDA ITEMS**
 - A.** Approval of the Minutes from the May 20th Meeting.
 - B.** Establish criteria for accessing affordable housing trust fund (3 ideas per person).
 - C.** Ideas to incentivize developers (from last meeting).
 - D.** Update to 300 affordable action plan.
 - E.** Affordable Housing Trust Fund Request from Habitat of Humanity
- V. OLD BUSINESS**
- VI. STAFF UPDATE**
- VII. ACTION ITEMS LIST**

(A running list of items that the committee would like to work on in the future)

 - A.** Status of Compliance Monitoring Initiatives.
 - B.** Process for accessing affordable housing funds.
 - C.** Code enforcement fines and vacation rental license fees into affordable housing trust fund.
- VIII. ADJOURNMENT**

Options for Viewing the Workforce Affordable Housing Meeting:

If watching online via Zoom: Open the Zoom webinar link:

<https://us06web.zoom.us/j/98771999589> and follow the prompts to join the webinar.

Option 1: Email your comments.

1. Public comment should be submitted via email to: anita.muxo@islamorada.fl.us
2. The email should contain "Public Comment" in the subject line.
3. The name and address of the submitter shall be included in the email.
4. Public comment should be submitted by 9 a.m. the day of the meeting. Public comment will be sent to the committee members for consideration prior to the meeting. Public comments will not be read during the meeting.

Option 2: Call in During the Meeting.

If phoning in, dial 305-224-1968 and enter the webinar ID: **987 7199 9589** followed by #. When public comment opens pertaining to the agenda item you are interested in dial *9 to be recognized by the Zoom meeting monitor.

ADA Assistance:

These meetings are open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the ADA Coordinator at (305) 664-6448 or by email at ADA@islamorada.fl.us at least 48 hours before the scheduled meeting

Meeting Minutes
Workforce Affordable Housing Citizens Advisory Committee
Monday, May 20, 2024
Islamorada Administrative Center and Public Safety Headquarters
3rd Floor Conference Room and Zoom Communications
86800 Overseas Highway, Islamorada, Florida 33036

I. Call to Order

Chair Paige Presnell called the meeting to order at 5:00 PM.

II. Roll Call

Keith Douglass, Greg Dully, Lindsay Fast, Don Horton, Paige Presnell, Susan Walker, Village Consultant Rebecca Jetton, Principal Planner Regine Charles-Bowser and Recording Secretary Anita Muxo were present.

III. Additions and Deletions to Agenda

None.

IV. Public Comment

None.

V. Approval of Minutes

Don Horton made a motion to approve the minutes of the Monday, March 18, 2024 regular meeting. Keith Douglass seconded the motion.

A vote was taken, (all ayes) and the motion passed 6 – 0.

VI. Agenda

- a. Approval of the meeting minutes from March 18, 2024.

See Section V above.

- b. Review 2024 Affordable Housing Fact Sheet.

The group reviewed the fact sheet. Chair Paige Presnell commented that this fact sheet does not contain a moderate income level of 120% as most municipalities do. It was explained that the Village uses a moderate income level of 140%.

Lindsay Fast made mention that the County uses separate income limits for married couples.

- c. Process for accessing affordable housing trust fund.

In order to access the affordable housing trust fund. The requestor must send a letter to the Workforce Affordable Housing Committee where the committee will determine whether they think the request should be granted.

The committee felt that they should come up with criteria to judge whether a request should be granted or not.

It was discussed that each committee member should come up with 3 ideas and bring them back to the next meeting. At the next meeting, the committee will review these ideas and establish criteria.

- d. The possible formula to have development of affordable units i.e. free or discounted land and real estate tax incentives from the Village to make it possible (Paige Presnell).

Discussed in the last item. At the last council meeting, the council approved their own plan for the 300 affordable from the state.

At the next meeting, the group will discuss incentives for developers to build affordable housing.

- e. Begin discussion of accessory dwelling units in the Village. Accessory Dwelling Unit workshop to be held on Tuesday, June 4, 2024, 5:00 PM – 6:30 PM, Founders Park Community Center.

Discussed that the workshop will be held at the community center.

- f. 300 Affordable Action Plan (Don Horton).

A discussion took place about how the Council has made a determination about what they are doing with the 300 affordable housing units the state has granted Islamorada. They did not defer to the committee for their recommendations.

The committee expressed frustration with the point of why they are on the committee if they are not communicated with for their opinions on affordable housing.

The state has not determined if they will award anymore market rate allocations to the Keys.

A review of Don Horton's action plan took place. Recommendations were made and points were clarified. Mr. Horton will make the recommended changes. Don Horton made a motion that the action report will be part of the committee report Paige Presnell provides to the Council at their next meeting. Keith Douglass seconded the motion. All ayes and the motion passed.

VII. Old business

The committee was very disappointed that the compliance monitoring initiatives have not begun. The revised letter needs to be written. Anita Muxo will get with the Director of Planning.

Habitat has been awarded the project that the was to go to Gorman. This item can be removed from the action items list.

VIII. Staff Update

- a. Next meeting date is Monday, June 17, 2024.

IX. Action Items List (A list of items that the Committee would like to work on in the future).

- a. Status of Compliance Monitoring initiatives.
- b. Gorman Reservations of affordable housing units. Letter being worked on.
- c. Process for accessing affordable housing funds.
- d. Code enforcement fines and vacation rental fees in affordable housing trust fund account.

X. Adjournment

Lindsay Fast made a motion to adjourn. Susan Walker seconded the motion. All ayes and the meeting adjourned at 6: 20 PM.

Respectfully submitted,

Chairperson

Recording Secretary



Habitat for Humanity of the Upper Keys, Inc.

Building houses in partnership with God's people in need

Habitat for Humanity of the Upper Keys Affordable Housing Trust Fund Request

Habitat for Humanity of the Upper Keys (HfHUK) is in the unique position to help the Villages of Islamorada address the affordable housing crisis facing the Florida Keys in a way that protects our unique community character by maintaining affordable deed restrictions in perpetuity with a right of first refusal to repurchase.

Islamorada conducted a report on Workforce Housing needs, authored by Freilich, Leitner and Carlisle entitled "Workforce Housing Study" (June 23, 2004). The conclusions include an existing deficiency of three hundred fifty-six (356) units for the resident workforce, an existing deficiency of seven hundred ninety-four (794) units for non-resident workforce, and, by the year 2020, a projected total workforce housing need of 1,192 units. This is why we are requesting an allocation from the fund

HfHUK continues to work with public and private partners to make the highest and best use of the limited geographic resources in the Florida Keys, helping to meet our statutory requirement to provide affordable housing in close proximity to places of employment as an Area of Critical State Concern.

RFQ 21-08 was issued by the Villages of Islamorada in June of 2021, and HfHUK responded to that RFQ in July 2021. The 2 projects addressed in the RFQ were awarded in September of 2021:

- Gorman was awarded part "A" (Woods Avenue) with the caveat if they were unable to develop for any reason that Habitat would be awarded the project. The scope of this project was for 8 workforce housing rental units.
- HfHUK was awarded part "B" (Gardenia Road) where construction is currently well advanced, homeowner partners are being selected and all 8 single family homes are expected to be completed by the end of this year.

On April 25, 2024, HfHUK was awarded the Woods Avenue project (part "A" from RFQ 21-08). In 2021 HfHUK estimated the cost of this project to be \$2,000,000. In the intervening 3 years, construction cost have been significantly impacted by inflation such that the current estimated cost for this project is \$2,320,000. It should be noted that these costs are net of substantially

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discounted products and services available only to HfHUK through Habitat International and the generous support of local businesses.

Like many local governments, the Villages of Islamorada have an Affordable Housing Trust Fund paid into by developers. All funds deposited into the affordable housing trust account and any accrued interest must be expended only for the purposes of planning, subsidizing, or developing affordable housing within the Village.

As of September 30, 2024, this trust fund held \$1,217,000.

HfHUK currently has other major capital projects in the works and anticipates if part “A” of the project is entirely funded from our own grant and fundraising efforts, we will not be able to begin work on this scope of work before 2026. However, if HfHUK were to receive \$500,000 in financial support from the Villages Affordable Housing fund, we would be able to begin work on this project in late 2024.

The only expenditures from the Village’s affordable housing fund currently being made are for the first-time homebuyer program. Funding appropriated by the Village Council for this program has been between \$30,000-\$50,000 per year annually. Administrative costs raise these annual expenditures to \$75k-\$85k.

By allocating a \$500,000 lump-sum from this fund to HfHUK for the Woods Avenue project, the Village can add another tool to their affordable housing toolbox while maintaining a healthy balance in this account.

Along with existing first-time homebuyer down-payment assistance, this investment will have a meaningful impact on affordable housing stock locally, without large scale development and with an intention toward building community. Additionally, we could explore the preferential availability of these affordable rentals to employees of the Village of Islamorada.

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