

# *City of Deltona, Volusia County, Florida*

Planning and Development Services, Community Development  
SHIP Affordable Housing Programs

## **AFFORDABLE HOUSING ADVISORY COMMITTEE**

**Tuesday, December 16, 2014 @ 6:00 p.m.**

**Deltona City Hall, Commission Chambers  
2345 Providence Boulevard, Deltona, FL 32725**

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### AGENDA

- I. Call to Order – Ruben Colon (Chair)
- II. Roll Call
- III. Approval of Minutes from the November 18, 2014 AHAC Meeting.
- IV. “Government in the Sunshine” Laws - City Attorney
- V. Update on Amendment to current LHAP
- VI. Public Comments
- VII. Member Comments
- VIII. Staff Comments
- IX. Adjournment

NOTE: If any person decides to appeal any decision made by the Affordable Housing Advisory Committee with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings, and for such purpose he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105).

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least three (3) working days in advance of the meeting date and time at (386) 878-8100.

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**CITY OF DELTONA, FLORIDA  
ORGANIZATIONAL MEETING  
AFFORDABLE HOUSING ADVISORY COMMITTEE  
TUESDAY, NOVEMBER 18, 2014 @ 7:00 p.m.**

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**MINUTES**

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An Organizational Meeting of the Affordable Housing Advisory Committee was held on Tuesday, November 18, 2014, at the Deltona City Hall, Commission Chambers, 2345 Providence Boulevard, Deltona, Florida, 32725

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**1. CALL TO ORDER:**

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Ron Paradise, Assistant Director, Department of Planning & Development Services, called the meeting to order at 7:00 p.m.

**2. ROLL CALL:**

Roll call was not officially taken but the following people were present:

William L. Bradley, Jr.	Present
Jodi Pena Castaldi	Present
Ruben Colon	Present
John Enyart	Present
Yordanis Gonzalez	Present
Eric James	Present
Peter J. Kurkjian	Present
Steven L. Sukow, II	Present
Patricia A. Ulicny	Present
Michael E. Williams	Present, arrived at 7:17 p.m.

**3. INTRODUCTIONS AND MEETING DATES/SCHEDULES:**

Also present were: From Housing and Community Development - Mari Leisen, Financial Analyst, Angelia Briggs, Housing Coordinator, and Denise Brooke, Administrative Assistant I. From Planning & Development Services – Ron Paradise, Assistant Director, and Kathrine Kyp, Administrative Assistant II,

Mr. Paradise proposed to the Board the change of potential meeting times from 7:00p.m. to 6:00p.m. All Board members were in approval, the new meeting time is 6:00p.m.

1 **4. BRIEF SUMMARY AND POWER POINT PRESENTATION OF SUNSHINE LAWS**  
2 **& BY-LAWS:**  
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4 Mr. Paradise directed the members to The City Attorney, Becky Vose if they had any further or  
5 additional questions pertaining to the Sunshine Laws and Ethics.  
6

7 **5. REFERENCE MATERIAL:**  
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9 Mr. Paradise directed himself to all the board members advising them of their binders and  
10 attachments each received in advance of the meeting.  
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12 **6. POLICY MATTERS:**  
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14 Mr. Paradise gave a brief dissertation on the AHAC and the State Mandates. He explained what  
15 will be requested of them in regards to the distribution of funds received and other provisions for  
16 the programs the city operates and the different elements of the programs.  
17

18 **7. ELECTION OF OFFICERS:**  
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20 The Board members briefly introduced themselves and gave a quick summation of their  
21 professional back ground, history and experience in the following order.  
22

23 John Enyart  
24 Yordanis Gonzalez  
25 Eric James  
26 Jodi Pena Castaldi  
27 Ruben Colon  
28 Patricia A. Ulicny  
29 William L. Bradley, Jr.  
30 Steven L. Sukow, II  
31 Peter Kurjian  
32 Mike E. Williams  
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34 **8. ELECTION OF OFFICERS:**  
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36 Mr. Paradise opened the floor for nominations for Chairman. Mike Williams nominated Peter  
37 Kurkjian. Peter Kurkjian declined.  
38

39 Ruben Colon nominated himself.  
40

41 **By a vote, 9 - 0, with Mike Williams choosing to abstain from voting. Ruben Colon was**  
42 **named as Chairman of the Affordable Housing Advisory Committee. Voting was as**  
43 **follows;**  
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1	John Enyart	Yes
2	Yordanis Gonzalez	Yes
3	Eric James	Yes
4	Jodi Pena Castaldi	Yes
5	Ruben Colon	Yes
6	Mike E. Williams	Abstained
7	Patricia A. Ulicny	Yes
8	William L. Bradley, Jr.	Yes
9	Steven L. Sukow, II	Yes
10	Peter J. Kurkjian	Yes

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12 At this point Mr. Paradise turned the meeting over to Chairman Colon. Chairman Colon opened  
13 the floor for nominations for Vice-Chairman. Eric James nominated himself. There being no  
14 other nominations the Advisory Committee voted for the Vice-Chairman.

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16 **By a vote, 10 - 0, Eric James was named as Vice Chairman of the Affordable Housing**  
17 **Advisory Committee. Voting was as follows;**

18		
19	John Enyart	Yes
20	Yordanis Gonzalez	Yes
21	Eric James	Yes
22	Ruben Colon	Yes
23	Jodi Pena Castaldi	Yes
24	Mike E. Williams	Yes
25	Patricia A. Ulicny	Yes
26	William L. Bradley, Jr.	Yes
27	Steven L. Sukow, II	Yes
28	Peter J. Kurkjian	Yes

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30 **9. LHAP UPDATE AND REVISIONS:**

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32 Mr. Paradise provided a brief history of the SHIP program. He explained that the last Deltona  
33 AHAC disbanded in 2008; all tasks including the affordable housing report completed. He  
34 explained the City has received very little from the SHIP program- less than \$100,000 per year  
35 which resulted in the City not needing an AHAC. However, this funding cycle the City was  
36 awarded over \$390,000 which means the City is now required to reinstate the AHAC. Mr.  
37 Paradise stated, some of the main portions of the functions of the committee are to review, and  
38 propose amendments to the Local Housing Assistance Plan, (LHAP). The LHAP illustrates six  
39 affordable housing strategies ranging from home purchase assistance to the construction of  
40 multi-family rental units. Most City efforts have been concentrated on 2 of the strategies,  
41 purchase assistance and owner occupied repair. In the last few years most, if not all SHIP money  
42 has been spent on owner occupied repairs, as it is such a huge community demand. The owner  
43 occupied repair program strategy has been in place for a number of years now. The owner  
44 occupied repair program strategy relates to repairs that are needed due to deferred home  
45 maintenance, and repairs such as a roof, HVAC, plumbing, septic, electrical, etc. What the

1 program does is keep families in their homes. If income qualified, the program may be able to  
2 make the repairs.

3  
4 **10. REFERENCE MATERIAL:**

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6 At this time Mr. Paradise directed himself to all the committee members advising them to open  
7 their binders and attachments and asked the committee to turn their attention to the underline  
8 strike through version of the LHAP which will be the first order of business.

9  
10 **11. THE FIRST ORDER OF BUSINESS:**

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12 Mr. Paradise explained the reasoning behind the changes staff had recommended. Member  
13 Williams asked for the home that needs repairs if staff requests 3 bids, Mr. Paradise responded  
14 with yes; they are non-qualified bids. Chairman Colon asked if these are the proposed changes  
15 that they are being asked to make. Mr. Paradise replied yes. Chairmen Colon asked who  
16 recommended these changes. Mr. Paradise states that the changes were promulgated by the  
17 Community Development staff. Mr. Paradise explained more in depth the reasoning behind the  
18 suggested changes so it can be more of a guideline to manage the expenditure of money for the  
19 staff. Member Williams asked how many repair levels can a person have on a house because,  
20 electrical, plumbing the roof, HVAC, etc. are all major expenses. Mr. Paradise stated that the  
21 budget at this time for each house is \$25,000 and at times the level of need for some houses way  
22 exceed the \$25,000 and we are not able to help them. Mr. Paradise gave some examples of  
23 prices for certain repairs such as the roof, HVAC, etc. to explain how the \$25,000 can be split for  
24 repairs. Member Gonzalez asked how the people are selected to participate in the program; Mr.  
25 Paradise explained that the program is based on income and assets.

26  
27 Discussion ensued between staff and members concerning the application process.

28  
29 Member Castaldi asked if the lien will be forgiven in incremental steps or is it just 100%  
30 forgiveness at the end of the term. Mr. Paradise answered it is 100% forgiveness at the end.

31  
32 Discussion between members and staff ensued concerning proration.

33  
34 Chairman Colon asked the other committee members if any of them had read through the LHAP  
35 they each received before the meeting, to which all said no.

36  
37 Mr. Paradise stated the staff would like to advance these changes to the City Commission at this  
38 time and asked the committee for a recommendation. He stated the changes are only to the  
39 Owner Occupied repair strategy.

40  
41 **Member Castaldi made a motion to recommend to the City Commission to except the**  
42 **proposed changes to the Owner Occupied Home Repair strategy to increase the grant**  
43 **amount from 25,000 to 30,000 for very low and low and to increase the recapture time**  
44 **period from 10 to 15 years.**

45

1 Further discussion ensued between the committee members.

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3 **Motion was retracted by Member Castaldi.**

4

5 Further discussion ensued between the committee members and Mr. Paradise.

6

7 **Motion to defer the vote until the next meeting was presented by Member Sukow.**  
8 **Seconded by Member Kurkjian.**

9

10 **By a vote, 4 - 6, The motion failed. Voting was as follows;**

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12	William L. Bradley, Jr	No
13	Jodi Pena Castaldi	No
14	Ruben Colon	Yes
15	John Enyart	No
16	Yordanis Gonzalez	Yes
17	Eric James	No
18	Peter J. Kurkjian	Yes
19	Steven L. Sukow, II	Yes
20	Patricia A. Ulicny	No
21	Michael E. Williams	No

22

23 Further discussion ensued between the committee members.

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25 **Member Enyart made a motion to recommend to the City Commission to accept the**  
26 **proposed changes to the Owner Occupied Home Repair strategy, to increase the grant**  
27 **amount from 25,000 to 30,000 for low and very low, and to increase the recapture time**  
28 **period from 10 to 15 years. Seconded by Member Castaldi.**

29

30 Further discussion ensued between committee members and Mr. Paradise concerning getting the  
31 recommendations on the agenda and heard by the commission in December of 2014. Member  
32 Williams and Chairman Colon and other members expressed their concerns on the  
33 recommendations going to the Commission on the timeframe set for January and wanted it  
34 moved to the Commission meeting in December. Mr. Paradise explained that there was  
35 advertising deadlines and other processes to be followed but he would check with the individuals  
36 in charge of the agenda and agenda items for the Commission meetings to find out if it was  
37 possible. He would inform the AHAC committee of his findings as soon as possible. He stated  
38 staff would do their best getting their request on the agenda for December. Member Williams  
39 had asked if he needed to speak to the commissioners Mr. Paradise reminded him of the sunshine  
40 laws and said it would be best to ask the city attorney.

41

42 **MOTION REPEATED: Member Enyart made a motion to recommend to the City**  
43 **Commission to accept the proposed changes to the Owner Occupied Home Repair strategy,**  
44 **to increase the grant amount from 25,000 to 30,000 for low and very low, and to increase**  
45 **the recapture time period from 10 to 15 years. Seconded by Member Castaldi.**

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**By a vote, 9 - 1, The motion carried. Voting was as follows;**

William L. Bradley, Jr	Yes
Jodi Pena Castaldi	Yes
Ruben Colon	No
John Enyart	Yes
Yordanis Gonzalez	Yes
Eric James	Yes
Peter J. Kurkjian	Yes
Steven L. Sukow, II	Yes
Patricia A. Ulicny	Yes
Michael E. Williams	Yes

Further discussion continued by the committee on setting more meeting dates to become more knowledgeable and help them with the decisions to be made in the future concerning the LHAP. Ms. Briggs explained the changes that they voted on tonight can be changed at a later date. Ms. Leisen asked the committee to please review the LHAP and changes. She explained the time frames and rules that must be followed.

Further discussion ensued by the committee about their concerns and why they wanted a December commission meeting.

**12. COMMENTS:**

**A. BOARD COMMENTS –**

Member Enyart wanted to thank everyone for coming tonight.

Member Gonzales stated he was looking forward to the next meeting and to be able to work together and show the all work that they have completed.

Member James stated that he thoroughly enjoyed tonight and thought it was a great exchange of ideas and knowledge. He also stated he really hoped for the committee to meet in December.

Member Castaldi expressed she would be happy with a December meeting as long as it was short and earlier.

Chairman Colon wanted to thank everyone for entrusting him with his new position and for coming tonight. He said he would like to go ahead and to set the date for the meeting in December for the 16<sup>th</sup>. Mr. Paradise interjected at this time to let the other committee members make their comments and afterwards they could call for a motion concerning the date in December. Chairman Colon agreed and went on to expresses his thanks to

1 everyone and he thinks we have a great group of people working to serve the City of  
2 Deltona and its residents.

3  
4 Member Williams stated he did not vote for Chairman Colon because he did not know  
5 who he was but after hearing him throughout the meeting he believes we have a very  
6 worthy chairman for the AHAC committee. He went on to tell of his 25 year history  
7 working within the community and how the decrease of funds had affected the  
8 community and how important it is for the funds to have returned and the good they will  
9 do for the community.

10  
11 Member Ulicny stated she had been very enlightened throughout the meeting. She  
12 expressed that there is a sense of urgency and with more meetings they will be able to do  
13 a really good job.

14  
15 Member Bradley believes it is good for all of them on the committee to be here tonight.  
16 It shows a climate of support for the community and he looked forward to work and offer  
17 their services. He has been a Pastor for 22 years in this area and has seen the great needs  
18 of the community and knows that together they can see the needs met. He is looking  
19 forward to serve on this committee and to serve the community.

20  
21 Member Sukow commented being a resident of Deltona he can see a need in and around  
22 the community and the needs for improved housing. He wants his involvement to help  
23 make community improvements.

24  
25 Member Kurkjian commented he is glad to be a committee member. He believes that  
26 there are a lot of home owners here in town that needs assistance. He feels the committee,  
27 while all knowledgeable, are unfamiliar with the process, and right now there is a  
28 learning curve.

29  
30 **B. PUBLIC COMMENTS** – Chairman Colon asked if there were any comments from the  
31 public at this time. NO PUBLIC COMMENTS

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33 **C. STAFF COMMENTS** –

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35 Mr. Paradise want to thank everyone for being patient and working through tonight's  
36 meeting and expressed he is eager as well to get things moving. He reminded everyone  
37 he would try to get everything advanced as quickly as he can. Member Williams  
38 interjected and asked that in the future will the public be invited to the meetings so they  
39 may comment. Mr. Paradise stated that these are all public meetings.

40  
41 Ms. Leisen stated she wanted to add some procedural information. She stated once this  
42 goes to the Commission, the changes made tonight are sent up to the Florida Housing  
43 Corporation where they will be reviewed. If acceptable, the change will be approved and  
44 that would be the last step before the application process can be opened up to the  
45 residents. At this time, Member Ulicny interjected and wanted to know how many

1 houses in Deltona have been rehabilitated by the program. Ms. Briggs stated at this time  
2 we do not have this information but will be more than happy to get it for them and that  
3 staff would try to have it ready for them by the next meeting.  
4

5 Further discussion between members and staff ensued at this time about the number of  
6 applications, the processes the status of the program applicants and some of the rules,  
7 past and present.  
8

9 Kathrine Kyp gave an insight on the procedure to follow during the meetings so they may  
10 go smoother and to help with the minutes.  
11

### 12 **13. ADDITIONAL BUSINESS –**

13 Chairman Colon reminded everyone that the issue concerning the December meeting needed to  
14 be settled. He proposed Tuesday night the 16<sup>th</sup> of December. The intent is to take everything  
15 they agreed upon tonight and sum it up on a PowerPoint presentation so they can go over it and  
16 see where they are going with it for the future.  
17

18 **Member Enyart made a motion to schedule a meeting for December 16, 2014 at 6:00p.m.**  
19 **Seconded by Vice-Chairman James. Motion carried unanimously. Voting as follows;**  
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21	William L. Bradley, Jr	Yes
22	Jodi Pena Castaldi	Yes
23	Ruben Colon	Yes
24	John Enyart	Yes
25	Yordanis Gonzalez	Yes
26	Eric James	Yes
27	Peter J. Kurkjian	Yes
28	Steven L. Sukow, II	Yes
29	Patricia A. Ulicny	Yes
30	Michael E. Williams	Yes

### 31 **14. ADJOURNMENT:**

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34 There being no further business, Chairman Colon announced the meeting adjourned at 8:27p.m.  
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39 \_\_\_\_\_  
40 Ruben Colon, Chairman  
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Denise M. Brooke, Recording Secretary