PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date:	December 5, 2023
Department:	Housing and Economic Development
Advisory Board:	Commission on Affordable Housing

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: appointment of one (1) nominee to the Commission on Affordable Housing (CAH) to complete a term through February 8, 2024, plus a full three (3) year term commencing February 9, 2024 and ending February 8, 2027; and one (1) nominee to the CAH to complete a term through July 9, 2024:

Category:	Appoint:	Nominated By:
Essential Personnel	Tim Kubrick	Commissioner Marino Commissioner Weiss Commissioner Barnett Commissioner Woodward
Not-for-Profit Provider	Shirley Erazo	Commissioner Marino Commissioner Weiss Commissioner Barnett Commissioner Woodward

Summary: CAH conducts an annual review of established and proposed policies and procedures, ordinances, land development regulations, and comprehensive plan of the County and to recommend actions or initiatives to encourage or facilitate affordable housing. Staff recommends appointment of Tim Kubrick to fill one (1) unexpired term through February 8, 2024, plus a full three (3) year term, and appoint Shirley Erazo to complete an unexpired term through July 9, 2024. In accordance with Section 420.9076, Florida Statutes and Ordinance No. 2017-017, the CAH functions to review local affordable housing policies and incentive strategies, and to provide recommendations to the County regarding the same. Section 420.9076, Florida Statutes calls for a minimum of eight (8) and a maximum of 11 members representing various categories related to affordable housing. Members serve three (3) year terms. Appointment of the two (2) unopposed nominees will result in the maximum 11 member CAH. With the appointment of the two (2) nominees, a diversity count of the 11 members will demonstrate a racial/ethnic breakdown of Caucasian: 8 (73%) and African American 3 (27%), and a gender ratio (female: male) of 1: 2.75. Staff is addressing the need to increase diversity within our boards and will continue to encourage this to expand this Board's diversity. Countywide (HJF)

Background and Justification: Continued on Page 3

Attachments:

- 1. Boards/Committees Applications
- 2. Written Notice to Commissioners dated September 26, 2023
- 3. Current CAH Membership
- 4. Excerpt from Ordinance No. 2017-017, Creation of the Commission on Affordable Housing

Recommended by:	Jonathan Brown	11/14/2023
-	Department Director	Date
Legal Sufficiency:	Ahnti	11/16/23
_ •	Assistant County Attorney	Date

A. Other Department Review:

Department Director

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Background and Justification: Continued from Page 1

Funding for the State Housing Initiatives Partnership (SHIP) Program was created by the Florida Legislature's passage of the 1992 William E. Sadowski Affordable Housing Act. The Florida Housing Finance Corporation (FHFC) provides SHIP to local governments as an incentive to create and preserve affordable homeownership and multifamily housing. Palm Beach County is eligible to receive an annual formula-based allocation of SHIP funds, and uses SHIP to undertake affordable housing strategies set forth in the Local Housing Assistance Plan. Section 420.9076, Florida Statutes requires that Palm Beach County appoint the members of an Affordable Housing Advisory Committee as a condition of receiving SHIP Program funding. The County established the CAH in 1993 through adoption of the Affordable Housing Ordinance (No. 93-8). On May 17, 2017, the Board adopted a new Affordable Housing Ordinance (No. 2017-017) that included changes to the responsibilities of the CAH.

The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

Section I (Department): (Please Print)

Board Name: Commission	n on Affordable Housing		Advisory [X]	Not Advisory []
[X] At Large Appoint	ment	or [][)istrict Appointment /Dis	trict #:
Term of Appointment: 3	Years. Fr	rom: <u>2/9/21</u>	To: <u>2/8/24</u>	
Seat Requirement: Essen	tial Services Personnel		Seat #: <u>8</u>	
[]*Reappointment	or	[X] New App	pointment	
or [X] to complete the	term of John-Anthony Bogg	ess Due to:	[X] resignation	[] other
Completion of term to expire of	on: February 8, 2024			
*When a person is being consi term shall be considered by th <u>Section II (Applicant):</u> (Pleas APPLICANT, UNLESS EXEN	ne Board of County Commiss se Print) MPTED, MUST BE A COUNT	ioners:	lisclosed voting conflict	s during the previous
Name: <u>Kubrick</u> Last		m	Middle	
Occupation/Affiliation:	Chief of Human Resources /			
	Owner []	Employee [x]	Officer	[]
Business Name:	Palm Beach County School I	District		
Business Address:	3300 Forest Hill Blvd, A-12	8		114-17-1
City & State	West Palm Beach, FL	z	ip Code: <u>33406</u>	

Residence Address:	6754 Houlton Circle				
City & State	Lake Worth, FL		Zip Code:	33467	
Home Phone:	<u>()</u>	Business Phone:	()	Ext.	
Cell Phone:	(561) 252-2064	Fax:	()		
Email Address:	timothy.kubrick@palmbeachschool	is.org			
Have you ever been convi	ce: [X] Business [] Residence icted of a felony: Yes N nure of offense, disposition of case an	oX d date:			

Minority Identification Code:	[X] Male	[] Female		
[] Native-American	[] Hispanic-American	[] Asian-American	[] African-American	[X] Caucasian

Page 1 of 2

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ATTACHMENT 1

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CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
	(Attach Additional Shee O		
NONE	X	NOT APPLICABLE/ (Governmental Entity)	

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment. Article XIII, and the training requirement can be found on the web at: <u>http://www.palmbeachcountvethics.com/training.htm</u>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

X	By watching the training program on the V	Web, DVD or VHS on	_8/82023
	By attending a live presentation given on	, 20)

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

-Kal *Applicant's Signature:

Printed Name: Tim Kubrick Date: August 8, 2023

Date:

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website <u>www.palmbeachcountyethics.com</u> or contact us via email at <u>ethics@palmbeachcountyethics.com</u> or (561) 355-1915.

RETURN THIS FORM TO: Carlos Serrano, Department of Housing and Economic Development 100 South Australian Avenue, Suite 500, West Palm Beach FL 33406; <u>cserrano@nbcgov.org</u>

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Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on

Commissioner's Signature

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 02/01/2016

The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

Section I (Department): (Please Print)			
Board Name: Commission on Aff	ordable Housing	Advisory [X] Not Advisory []	
[X] At Large Appointment	or	[] District Appointment /District #:	
Term of Appointment: 3	Years. From:	<u>2/9/21</u> To: <u>2/8/24</u>	
Seat Requirement: Essential Serv	ices Personnel	Seat #:8	
[]*Reappointment	or	[X] New Appointment	
or [X] to complete the term of Completion of term to expire on:	John-Anthony Boggess February 8, 2024	Due to: [X] resignation [] other	

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:

Section II (Applicant): (Please Print) APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name:	Kubrick		Tim			
	Last	-	lirst		Middle	
Occupation/Affi	liation:	Chief of Human Resources	/ Palm Beach County	School Distric	st	
		Owner []	Employee [x	:]	Officer []	
Business Name	:	Paim Beach County School	District			
Business Addre	SS:	3300 Forest Hill Blvd, A-12	:8		1411	
City & State		West Palm Beach, FL		Zip Code:	33406	
Residence Add	réss:	6754 Houlton Circle				
City & State		Lake Worth, FL	······	Zip Code:	33467	
Home Phone:	()		Business Phone:	()	Ext.	
Cell Phone:	(56	1)252-2064	Fax:	()		
Email Address:	time	othy.kubrick@palmbeachschc	ools.org			
Mailing Address	Preference: [X]Business []Residence				
		of a felony: Yes f offense, disposition of case a	NoX and date:	144		
Minority Identif [] Nativ	ication Code: /e-American	: [X] Male [] Hispanic-American	[] Female [] Asian-Americ	an []Afric	an-American [X]	Caucasian

Page 1 of 2

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Contract/Transaction No.	Department/Division	Description of Services	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	<u>10/01/00-09/30/2100</u>
	(Attach Additions	al Sheet(s), if necessary) OR	
NONE	x	NOT APPLICABLE/ (Governmental Entity)	

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By watching the training program on the Web, DVD or VHS on _8/8_ 2023 By attending a live presentation given on ____ . 20

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

Ji-Kl Printed Name: Tim Kubrick Date: August 8, 2023 *Applicant's Signature:

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 355-1915.

> **RETURN THIS FORM TO:** Carlos Serrano, Department of Housing and Economic Development 100 South Australian Avenue, Suite 500, West Palm Beach FL 33406; cserrano@obcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: Commissioner's Signature: Date: 7

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 02/01/2016

The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

	<u>ent):</u> (Plea	se Print)					
Board Name:	Commissi	on on Affordable Housin	g		Ad	ivisory [X]	Not Advisory []
[X] At Lar	ge Appoir	itment	or	[]]	District Ap	pointment /Dist	rict #:
Term of Appointme	ent: <u>3</u>	Years.	From:	2/9/21	1	o: <u>2/8/24</u>	
Seat Requirement:	Esse	ntial Services Personnel			s	eat #: 8	
[]*Reappo	intment	01	ľ	[X] New Ap	pointment		
or [X] to co	mplete the	term of John-Anthony	/ Boggess	Due to:	[X]	resignation	[] other
Completion of term	to expire	on: February 8, 2	024		-		
ection II (Applican	<u>nt):</u> (Plea	he Board of County Co ise Print) MPTED, MUST BE A C					
	Kubrick		Tim				
L Occupation/Affiliat	ast tion:	Chief of Human Resou	First arces / Palm Be	sch County Sci	haal Distric	Middle	
ovouputions i titilita	1011.	Owner []		nployee [x]	1001 1713111	Officer	· 1
Business Name:		Palm Beach County So		ubrolee [x]		Officer 1	. 1
Business Address:		3300 Forest Hill Blvd,					
City & State		West Palm Beach, FL		Z	p Code:	33406	
Residence Address	01	6754 Houlton Circle					
City & State	3-i	Lake Worth, FL		73	p Code:	33467	
ony a black	()			ess Phone:	()	 Ext.	
Home Phone:							
	(56	51)252-2064	Fax:		()		
Cell Phone:		51) 252-2064 othy.kubrick@palmbeac	and the second se				
Home Phone: Cell Phone: Email Address: failing Address Pre	tim	othy.kubrick@palmbeac	hschools.org				
Cell Phone: Email Address: Mailing Address Pre lave you ever been	tim ference: [convicted		hschools.org lence NoX				

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Page 1 of 2

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Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an Individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
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an all while any second se	(Attach Additional Shee		
NONE	x	NOT APPLICABLE/	

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X

By watching the training program on the Web, DVD or VHS on _8/8_____ 2023 By attending a live presentation given on _____, 20_____, 20_____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Jin Kul

Printed Name: Tim Kubrick Date: August 8, 2023

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 355-1915.

 RETURN THIS FORM TO:

 Carlos Serrano, Department of Housing and Economic Development

 100 South Australian Avenue, Suite 500, West Palm Beach FL 33406; escrrano@pbcgov.org

 Section III (Commissioner, if applicable):

 Appointment to be made at BCC Meeting on:

 Commissioner's Signature:
 Date:
 10/24/23

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Revised 02/01/2016

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARDS/COMMITTEES APPLICATION The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL.

Board Name: Co		Print)					
	mmission	on Affordable Housi	ng		A	dvisory [X]	Not Advisory [
[X] At Large	Appointm	ent	or	[]	District Aj	opointment /Di	strict #:
Term of Appointment	3	Years.	From:	2/9/21	1 1	To: <u>2/8/24</u>	
Seat Requirement:	Essentia	l Services Personnel				Seat #: <u>8</u>	·
[]*Reappoint	ment)r	[X] New A	ppointment	:	
or [X] to comp	lete the ter	m of <u>John-Anthor</u>	y Boggess	Due to:	[X]	resignation	[] other
Completion of term to	expire on:	February 8, 2	2024				
etion II (Applicant): PPLICANT, UNLES	S ÈXEMP			SIDENT			
	rick		<u> </u>	<u> </u>		Middle	
Last Occupation/Affiliation		Chief of Human Reso		Beach County S	chool Distr		
		Dwner []		Employee [x]		Officer	Г 1
Business Name:		alm Beach County S					
Business Address:		300 Forest Hill Blvd					
City & State		West Palm Beach, FI			Zip Code:	33406	
Residence Address: City & State	<u> </u>	ake Worth, FL			Zip Code:	33467	
Home Phone:	ن ہ ()	Juke World, 115		iness Phone:	()	The set	12.,
Cell Phone:	(561)	252-2064			()		
Email Address:	timoth	y.kubrick@palmbea	chschools.org				
	ence: [X] Business [] Res	idence				
failing Address Prefer			No case and date	X			
ave you ever been con	nature of o			emale			
Mailing Address Prefer Have you ever been cou if Yes, state the court, 1 Minority Identificatio [] Native-Am	n Code:	[X] Male [] Hispanic-Ame	[]F rican []A	sian-Americar	ı []Afr	ican-American	[X] Caucasian
Have you ever been con If Yes, state the court, 1 Minority Identificatio	n Code:				ı []Afr	ican-American	[X] Caucasian

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Section 11 Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
	-		•
	(Attach Additional She	eet(s), if necessary) DR	
NONE	X	NOT APPLICABLE/ (Governmental Entity)	

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AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Jim Kul ____ Printed Name: Tim Kubrick Date: August 8, 2023

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 355-1915.

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Section III (Commissioner, if applicable): Appointment to be made at BCC Meeting on:

____ Date: 10-24-23 Commissioner's Signature: Mari 1) Would

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 02/01/2016

The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. **Please attach a biography or résumé to this form.**

Section I (Depart	tment): (Please Print)					
Board Name:	Commission on Aff	ordable Housing			Advisory [X]	Not Advisory [
[👌 At L	arge Appointment	or		[] District App	ointment /District #:	······
Term of Appoin	tment: 3	Years.	From:	7/10/21		
Seat Requirement	nt: Not-for-Profit F	rovider of Afforda	ble Housin	9	Seat #:3	
[]*Reap	ppointment	or		[X] New Appoi	ntment	
or [] to	complete the term of	Timothy Coppag	je	Due to;	[X] resignation	[] other
Completion of t	erm to expire on:	July 9, 2024		•		

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:

Section II (Applicant): (Please Print) APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name:	Erazo		Shirley			
	Last		First	1	Middle	
Occupation/A	ffiliation:	President/CEO of the De	elray Beach Housing Aut	hority/Delray	y Housing Gro	up, Inc.
		Owner []	Employee []		Officer []
Business Na	me:	Delray Beach Housing Au	uthority/Delray Housing G	iroup, Inc.		
Business Ad	dress:	82 NW 5 th Avenue	·			
City & State		Delray Beach, Florida		Zip Code:	33444	
Residence A City & State		19623 Split Rail Run		Zip Code:	33470	
Home Phone) None	Business Phone:	(561) 272		Ext.
Cell Phone:	بر ۲۰ لر	561) 308-2295	Fax:	()		
Email Addre	-ss:	serazo@dbha.org	•			
Mailing Addr	ess Preference	:: [X] Business [] Reside	nce			
Have you eve	r been convict	ted of a felony: Yes re of offense, disposition of ca	No <u>X</u> se and date:			

Minority Identification Code: [] Native-American	[] Male [X]Hispanic-American	[X] Female [] Asian-American	[] African-American	[] Caucasian	

Page 1 of 2

section II Commues:

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		·			
(Attach Additional Sheet(s), if necessary) OR					
NONE	X	NOT APPLICABLE/ X			

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By watching the training program on the Web. DVD or VHS on 20
X By attending a live presentation given By Palm Beach County Code of Ethics on July 20, 2023
AND
By signing below Lacknowledge that I have read, understand and agree to abide by the Gnide to the Sunshine Amendment
& State of Florida Code of Ethics:
*Applicant's Signature: Hulley Man Printed Name: Shirley Erazo Date: 9/13/2023
Any questions and/or concerns regarding Article XIII. the Palm Beach County Code of Ethics. please visit the Commission on Ethics
website www.palmbeachcountvethics.com or contact us via email at ethics@palmbeachcountvethics.com or (561) 355-1915.
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100 South Australian Avenue, Suite 500. West Palm Beach FL 33406: cserrano@pbcgov.org
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Commissioner's Signature: MIMUL D MIMUS Date: 1/1/23
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The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please attach a blography or résumé to this form.

Section I (Departy	<u>nent):</u> (Picase Prin	t)		
Board Name:	Commission on A	Iffordable Housing		Advisory [X] Not Advisory []
[X] At La	rge Appointment	or	[] District Appoint	ment /District #:
Term of Appoint	ment; 3	Years. Fro	om: 7/10/21	To: 7/9/24
Seat Requirement	: Not-for-Profi	t Provider of Affordable H	pusing	Seat #: 3
[]*Reap	pointment	ar	[X] New Appointm	ent
or [] to c	omplete the term o	Timothy Coppage	Due to: [X]	resignation [] other
Completion of ter	m to expire on:	July 9, 2024	·····	
		for reappointment, the ord of County Commission		ed voting conflicts during the previous
Section II (Applic APPLICANT, UN		() D, MUST BE A COUNT	YRESIDENT	
Name:	Erazo		rley	1
	Last	Fir	-	Middle
Occupation/Affil	iation: Pres	ident/CEO of the Delray	Beach Housing Authority/	Deiray Housing Group, Inc.
	Owr	ier []	Employee []	Officer []

Delray Beach Housing Authority/Delray Housing Group, Inc.

___ Zip Code:

Zip Code:

()

(561) 272-6766

33444

33470

Ext,

Have you ever been convicted of a felony: Yes _____ No \underline{X} _____ If Yes, state the court, nature of offense, disposition of case and date: _____

() None

Mailing Address Preference: [X] Business [] Residence

(561) 308-2295

serazo@dbha.org

82 NW 5th Avenue

Delray Beach, Florida

19623 Split Rail Run

Loxahatchee, Florida

[] Male [X] Hispanic-American	[X] Female [] Asian-American	[] African-American	[] Caucasian	

Business Phone:

Fax:

Page 1 of 2

Business Name:

City & State

City & State

Home Phone:

Email Address:

Cell Phone:

Business Address:

Residence Address:

Section 11 Continued:

<u>CONTRACTUAL RELATIONSHIPS</u>; Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Services	<u>Term</u>	
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	<u>10/01/00-09/30/2100</u>	
(Attach Additional Sheet(s), if necessary) OR				
NONE	x	NOT APPLICABLE/ X		

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment. Article XIII, and the training requirement can be found on the web at: <u>http://www.palmbeachcountvethlcs.com/training.htm</u>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

By w X By a	atching the training progra itending a live presentation	im on the Web. E i given By Palm I	VD or VHS on Beach County Code of Et	20 rics on July 20, 2023	
) ANI	2			
& State of Flavidal Colds	of Fiblade		agree to abide by the Gu	lde to the Sunshine Amenda	nent
Applicant's Signature:	uley Crand	Printed Name:	Shirley Erazo	Date: 9/13/2023	

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website <u>www.palmbeachcountvethics.com</u> or contact us via email at <u>ethics@paknbeachcountvethics.com</u> or (561) 355-1915.

RETURN THIS FORM TO: Carlos Serrano, Department of Housing and Economic Development 100 South Australian Avenue, Suite 500, West Palm Beach FL 33406; <u>cserrano@pbegov.org</u>

Section III (Commissioner, if applicable): Appointment to be made at BCC Meeting on: Commissioner's Signature Date: Revised 02/01/2016 Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public,

Page 2 of 2

*

The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please atlach a biography or résumé to this form.

Section I (Department): (Piease Print)

Board Name:	Commission on Afi	ordable Housing			Advisory [X]	Not Advisory [
[X] At Larg	e Appointment	0 r		[] District Appo	ointment /District #:	
Term of Appointme	eni: 3	Years.	From:	7/10/21	To: 7/9/24	
Seat Requirement;	Not-for-Profit F	Provider of Affordab	le Housing		Seat #:3	Mart
[]*Reappo	intment	or		[X] New Appoin	ntment	
or [] to cor	nplete the term of	Timothy Coppage	•	Due to: (X resignation	[] other
Completion of term	to expire on:	July 9, 2024		······································		

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:

Section 11 (Applicant): (Please Print) APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name:	Erazo		Shirley			
	Last	1	First]	Middle	
Occupation/	Affiliation:	President/CEO of the Del	ray Beach Housing /	<u>Authority/Deira</u>	y Housing Gro	up, Inc.
		Owner []	Employee []	Officer []
Business Na	ame:	Delray Beach Housing Aut	hority/Delray Housing	g Group, Inc.	· · ·	·····
Business A	ddress:	82 NW 5th Avenue				
City & State	•	Delray Beach, Florida		Zip Code:	33444	
Residence /	Address:	19623 Split Rail Run				
City & State	2	Loxahatchee, Florida		Zip Code:	33470	
Home Phon	e:	() None	Business Phone:	(561) 272-	6766	Ext.
Cell Phone:		(561) 308-2295	Fax:	<u>()</u>		
Cen Fuone.						

Ł 1 11

Have you ever been convicted of a felony: Yes No <u>X</u> If Yes, state the court, nature of offense, disposition of case and date:

[X] Female Minority Identification Code: [] Male [X] Hispanic-American [] Asian-American [] African-American [] Caucasian [] Native-American

•••••

Page 1 of 2

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<u>CONTRACTUAL RELATIONSHIPS</u>: Pursuant to Article XIII. Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a hoard member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Services	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
,	الم من الم		
	(Attach Addition	al Sheet(s), if necessary) OR	
NONE	x	NOT APPLICABLE/ (Governmental Entity)	K
Ethics, and read the State Guide	to the Sunshine Amendment, A straining.htm. I	and complete training on Article XIII, article XIII, and the training require Cthics training is on-going, and p	ment can be found on the web
		erstand, and agree to abide by Articl is training (in the monner checked b	
By wa XBy att	tching the training program on ending a live presentation give	the Web, DVD or VHS on n By Palm Beach County Code of Ethi	20 ics on July 20, 2023
	AND		
& State of Florida Code	of Ethics: /	rstand and agree to abide by the Gui ted Name: <u>Shirley Erazo</u>	
Any questions and/or concerns re	garding Article XIII. the Palm	Beach County Code of Ethics, please all at ethics@palmbeachcountyethics.c	visit the Commission on Ethics
C: 100 South Au <u>Section III (Commissioner, if a</u> Appointment to be made Commissioner's Signature:_ Pursuant to Florida's Public Records Law	arlos Serrano, Denartment of stralian Avenue, Suite 500, W <u>pplicable</u> e at BCC Meetington:	THIS FORM TO: Housing and Economic Developme Yest Paim Beach FL 33406; <u>esertano</u> Date: <u>10/2</u> phytocopied by members of the public.	@pbcgov.org

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The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate, Please attach a biography or résumé to this form.

Section I (Department): (Please Print)

Board Name:	Commission on Afi	fordable Housing				Adviso 	ry [X]	Not Ac	ivisory (
[X] At La	rge Appointment	or	ſ] District A	.ppointm	ent /Di	strict #:				
Term of Appoints	ment: 3	Years.	From:	0/21		To:	7/9/24	ł			
Seat Requiremen	t: Not-for-Profit F	Provider of Affordable	Housing			Seat #	3			<u></u>	
[]*Reap	pointment	or	()	() New Ap	pointmer	nt					
or [] to c	omplete the term of	Timothy Coppage		Due to:	۲X	resign	nation	Г] (other	
Completion of ter	•	July 9, 2024				2		•			
term shall be cons	s being considered for sidered by the Board ant): (Please Print) (LESS EXEMPTED,	l of County Commi	ssioners:		disclosed	l voting	g confli	icts du	uring ti	he previous	ŝ
Name:	Erazo		Shirley								
	Last		First	Manager 1997		Mi	ddle				
Occupation/Affil	iation: Presid	ent/CEO of the Del	ray Beach H	ousing Auth	lority/D	elray F	Iousing	g Gro	up, Inc	-	
	Owner		Empl	oyee[]			Office	er { []		
Business Name:	Delray	Beach Housing Aut	hority/Delray	Housing Gr	roup, Inc.	-					

Dasinosa (salata)	Deudy Deach Housing At	inorny riousing	(Group, mc.			
Business Address:	82 NW 5 th Avenue	· · · · · · · · · · · · · · · · · · ·	······································			
City & State	Delray Beach, Florida		Zip Code:	33444		
Residence Address:	19623 Splît Rail Run					
Cîty & State	Loxahatchee. Florida		Zip Code:	33470		
Home Phone:	() None	Business Phone:	(561) 272-	-6766	Ext.	
Cell Phone:	(561) 308-2295	Fax:	<u>()</u>			
Email Address:	serazo@dbha.org	-				

Mailing Address Preference: [X] Business [] Residence

Have you ever been convicted of a felony: Yes _____ No \underline{X} _____ If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: [] Native-American	[] Male [X]Hispanic-American	[X] Female [] Asian-American	[] African-American	[] Caucasian	
C 2		•••			

Page 1 of 2

section if Communea:

<u>CONTRACTUAL RELATIONSHIPS</u>: Pursuant to Article XIII. Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Department/Division	Description of Services	Term
Parks & Recreation	General Maintenance	<u>10/01/00-09/30/2100</u>
		www.cth
(Attach Addition:	al Sheet(s), if necessary) OR	
x	NOT APPLICABLE/	K
	Parks & Recreation	Parks & Recreation General Maintenance (Attach Additional Sheet(s), if necessary) OR X NOT APPLICABLE/

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <u>http://www.palmbeachcountvethics.com/training.htm</u>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: <u>FIMULAUNA</u> Printed Name: <u>Shirlev Erazo</u> Date: <u>9/13/2023</u>

Any questions and/or concerns regarding Article XII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website <u>www.palmbeachcountvethics.com</u> or contact us via email at <u>ethics@palmbeachcountvethics.com</u> or (561) 355-1915.

RETURN THIS FORM TO: Carlos Serrano, Department of Housing and Economic Development 100 South Australian Avenue, Suite 500, West Palm Beach FL 33406: <u>cserrano@pbegov.org</u>

10-26-23

Revised 02/01/2016

Date:

Section III (Commissioner, if applicable): Appointment to be made at BCC Meeting on:

Commissioner's Signature:

VIANC 1071

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public,

MEMORANDUM Palm Beach County

Date: September 26, 2023

- To: The Honorable Gregg K. Weiss, Mayor, and Board of County Commissioners
- Thru: Verdenia C. Baker, County Administrator Dorritt Miller, Assistant County Administrator
- From: Jonathan B. Brown, Director Mathem Department of Housing and Edonomic Development (DHED)

RE: Commission on Affordable Housing (CAH)

As a condition of Palm Beach County receiving State Housing Initiatives Partnership (SHIP) Program funding from the Florida Housing Finance Corporation, F.S. 420.9076 requires that the County appoint an affordable housing advisory committee. In accordance with the PBC Affordable Housing Ordinance (No. 2017-017), the CAH functions to review local affordable housing policies and incentive strategies, and to provide recommendations to the County regarding the same. The CAH must be composed of no less than eight (8) and no more than eleven (11) members who serve three (3) year terms and represent various categories as they relate to affordable housing. There are currently two (2) vacant at-large seats on the CAH, which must be filled.

The following persons have submitted applications and are offered for your consideration for nomination to complete the term of Timothy Coppage, Seat 3: Not-for-Profit Provider of Affordable Housing (July 10, 2021 – July 9, 2024) and John-Anthony Boggess, Seat 8: Essential Services Personnel (February 9, 2021 – February 8, 2024).

- Seat 3: Not-for Profit Provider of Affordable Housing Shirley Erazo, Chief Executive Officer
 Delray Beach Housing Authority/Delray Housing Group, Inc.
- Seat 8: Essential Services Personnel Tim Kubrick, Chief of Human Resources Palm Beach County School District

Enclosed are advisory board applications from the two (2) prospective nominees. You may affirm a nomination by indicating so under Section III on the enclosed application form, or you may nominate another candidate for consideration.

ATTACHMENT 2

Department of Housing & Economic Development

Strategic Planning Division

100 Australian Avenue - Suite 500 West Palm Beach, FL 33406

(561) 233-3600

www.pbcgov.com/hed

Palm Beach County Board of County Commissioners

Gregg K. Weiss, Mayor

Maria Sachs, Vice Mayor

Maria G. Marino

Michael A. Barnett

Marci Woodward

Sara Baxter

Mack Bernard

County Administrator

Verdenia C. Baker

"An Equal Opportunity Affirmative Action Employer"





Your return of the attached materials by October 20, 2023, would be greatly appreciated. It is anticipated that the nominees will be presented to the BCC for at-large appointment on November 21, 2023.

Should you have any questions, please do not hesitate to contact Carlos Serrano, Director of Strategic Planning and Operations, at 233-3608 or <u>cserrano@pbcgov.org</u>. Thank you.

Enclosures

Cc: Sherry Howard, Deputy Director, DHED Carlos Serrano, SPO Director, DHED

Palm Beach County Commission on Affordable Housing Membership as of November 2023

Member		Membership Category	Initially Appointed	Current Term Expires
1	Com. Mack Bernard	Elected Official	2/9/2021	2/1/2024
2	VACANT	Essential Personnel	2/9/2021	2/8/2024
3	Leonard Tylka	Residential Builder	7/1/2018	6/30/2024
4	Ezra M. Krieg	Advocate for Low-Income Persons	7/1/2018	6/30/2024
5	Corey O'Gorman	Resident of the Jurisdiction	7/1/2018	6/30/2024
6	George Adam Campbell	Labor Engaged in Home Building	7/1/2018	6/30/2024
7	Aquannette T. Thomas	Banking & Mortgage Industry	2/9/2021	7/9/2024
8	VACANT	Non-Profit Housing Provider	2/9/2021	7/9/2024
9	Amy L. Robbins	Employers in the Jurisdiction	2/9/2021	7/9/2024
10	William Elliott Johnson	For-Profit Housing Provider	2/9/2021	7/9/2024
11	Lynda Charles	Real Estate Professional	7/10/2021	7/9/2024

Per F.S. 420.9076(2), the membership of the CAH:

1. shall not exceed a total of eleven (11) members

2. must represent no less than six (6) of the twelve (12) membership categories*.

*The one (1) additional category is a citizen who actively serves on the local planning agency pursuant to F.S. 163.3174.

ATTACHMENT 3

Sec. 14-247. - Creation of the Commission on Affordable Housing.

- (a) Establishment. The Commission on Affordable Housing is hereby created and established.
- (b) Affordable Housing Advisory Committee. The Commission on Affordable Housing (CAH) shall serve as the Affordable Housing Advisory Committee required by F.S. § 420.9076, shall serve as required by the county's comprehensive plan, housing element, and as required by F.S. § 420.9076, as may be amended. The members of the Advisory Committee shall be appointed by resolution of the Board of County Commissioners.
- (c) *Composition.* The CAH shall be comprised of citizens, all of whom shall be appointed by the Board of County Commissioners in accordance with F.S. § 420.9076, as may be amended. All appointments are at large.
- (d) Conditions of Membership. Conditions of Membership shall be in accordance to Resolution 2013-0193 or as amended of which the current resolution shall govern:
 - (1) All members must be residents of the County at the time of appointment and while serving on the CAH.
 - (2) County employees, except commissioner aides, may not be appointed to the CAH.
 - (3) The term of membership shall be for three (3) years. A vacancy occurring during the term shall be filled for the unexpired term. No member can serve more than three (3) consecutive terms.
 - (4) A member of the CAH shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend at least three (3) consecutive or a failure to attend more than one-half (½) of the meetings scheduled during a calendar year. Participation for less than three-quarters (¾) of a meeting shall be the same as failure to attend a meeting. Removals shall be entered into the minutes of the next regularly scheduled meeting of the CAH. Members removed under this provision shall not continue to serve and such removal shall create a vacancy. Furthermore, members removed may not be reconsidered for membership on the CAH for at least one (1) year from the effective date of the removal.
 - (5) Members shall not be prohibited from qualifying as a candidate for elected office.
 - (6) Travel reimbursement is limited to expenses incurred only for travel outside the county necessary to fulfill CAH member responsibilities when sufficient funds have been budgeted and are available and upon the approval of the Board. No other expenses are reimbursable except documented long distance telephone calls to DES.
 - (7) Members shall be governed by the applicable provisions of the Palm Beach County Code of Ethics as codified in Sections <u>2-254</u> through <u>2-260</u> of the Palm Beach County Code.
- (e) *County Support.* Staff, administrative and facility support for the CAH shall be provided by the Board of County Commissioners as determined by the County Administrator.

ATTACHMENT 4

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- (f) *Role and Responsibilities.* The CAH shall function as outlined in F.S. § 420.9076, or as amended of which the current statute shall govern, or at the request of the Board of County Commissioners.
 - (1) Triennially, the CAH shall review the established and proposed policies and procedures, ordinances, land development regulations, and adopted local government comprehensive plan of the county and shall recommend specific actions or initiatives to encourage or facilitate affordable housing while protecting the ability of the property to appreciate in value.
 - (2) Recommendations may include the modification or repeal of existing policies, procedures, ordinances, regulations, or plan provisions or approval of developments related to affordable housing; or at a minimum, the CAH shall make recommendations on, and triennially evaluate the implementation of affordable housing incentives in the following areas:
 - a. The expedited processing of permits or development orders for affordable housing projects.
 - b. The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment.
 - c. The allowance of flexibility in densities for affordable housing.
 - d. The reservation of infrastructure capacity for housing for very-low-income persons, lowincome persons and moderate-income persons.
 - e. The allowance of affordable accessory residential units in residential zoning districts.
 - f. The reduction of parking and setback requirements for affordable housing.
 - g. The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.
 - h. The modifications of sidewalk and street requirements for affordable housing.
 - i. The establishment of additional processes by which the county considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.
 - j. The preparation of a printed inventory of locally owned public lands suitable for affordable housing.
 - k. The allowance of affordable accessory residential units in residential zoning districts.
 - I. The support of development near transportation hubs and major employment centers and mixed-used developments.
 - (3) The CAH recommendations may also include other affordable housing incentives identified by the CAH and as identified by the comprehensive plan.
 - (4) The CAH shall make affordable housing incentive recommendations approved by a majority of its membership at a public hearing. Notice of the time, date, and place of the public hearing of the CAH to adopt affordable housing incentive recommendations shall be published in a

newspaper of general paid circulation in the county. Such notice shall contain a short and concise summary of the affordable housing incentive recommendations to be considered by the CAH. The notice shall also state the public place where a copy of the tentative CAH recommendation can be obtained by interested persons. The CAH shall submit the adopted affordable housing incentive recommendations to the board for their consideration in the affordable housing incentive plan no later than December 31 triennially.

- (5) The CAH shall submit an annual report to the board as is required of all advisory boards and shall submit a triennial report as required by F.S. § 420.9076.
- (6) The CAH shall perform such duties as required by F.S. § 420.9076, as may be amended.
- (g) *Authority.* The CAH may perform duties in accordance with F.S. § 420.9076, or at the request of the Board of County Commissioners.
- (h) Meetings. The CAH shall meet bi-annually or on as as-needed basis. A quorum must be present for the conduct of all CAH regular meetings. A majority of the members appointed shall constitute a quorum. All regular meetings shall be governed by Robert's Rules of Order. Reasonable public notice of all meetings shall be provided, and all such meetings shall be open to the public at all times in accordance with Resolution No. R2013-0193, as amended.
- (i) *Chair and Vice-Chair.* A chair and vice-chair shall be elected by a majority vote of the CAH and shall serve for one (1) term. The duties of the chair shall include:
 - (1) Presiding at CAH meetings.
 - (2) Establishing committees, appointing committee chairs and charging committees with specific tasks.

The vice-chair shall perform the duties of the chair in the chair's absence, and such other duties as the chair may assign. If a vacancy occurs in the office of the chair, the vice-chair shall become the chair for the unexpired term. If a vacancy occurs in the office of vice-chair, the CAH will elect another member to fill the unexpired term of the vice-chair.

(Ord. No. 2017-017, § 6, 5-16-17)