

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: July 2, 2024

Department: Housing and Economic Development

Advisory Board: Commission on Affordable Housing

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: appointment of two (2) nominees to the Commission on Affordable Housing (CAH) to complete three (3) year terms as follow:

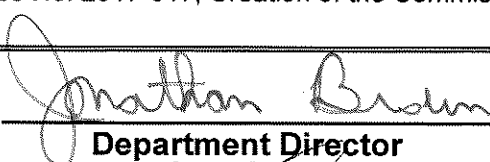

Seat: Not for Profit Provider of Affordable Housing (Two [2] seats open)	Appoint: Ashley Whidby (7/2/24 to 7/1/27) or Satyanarayana Polineni (7/2/24 to 7/1/27) or Shirley Erazo (7/10/24 to 7/9/27)	Nominated By: Commissioner Bernard Commissioner Weiss Commissioner Barnett Commissioner Woodward Commissioner Bernard Commissioner Weiss Commissioner Barnett Commissioner Bernard Commissioner Weiss Commissioner Barnett Commissioner Woodward
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Summary: The CAH conducts an annual review of established and proposed policies and procedures, ordinances, land development regulations, and the comprehensive plan of the County and recommends actions or initiatives to encourage or facilitate affordable housing. Staff recommends appointment of two (2) of the three (3) nominees listed above to fill two (2) seats in the Not for Profit Affordable Housing category for three (3) year terms. Nominees include one (1) current member (Shirley Erazo) and two (2) new nominees who are seeking appointment. 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. With the appointment of the seven (7) uncontested nominees under a separate consent item, a diversity count of the nine (9) members will demonstrate a gender ratio (female:male) of 2:7 and a racial/ethnic breakdown as follows: Caucasian: 6 (67%), African American: 2 (22%), Hispanic 1 (11%). Ms. Whidby is an African-American Female, Mr. Polineni is an Asian-American Male, and Ms. Erazo is a Hispanic-American Female. 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 with Resumes
2. Written Notice to Commissioners dated May 13, 2024
3. Current CAH Membership
4. Excerpt from Ordinance No. 2017-017, Creation of the Commission on Affordable Housing

Recommended by:	 Department Director	June 13, 2024 Date
Legal Sufficiency:	 Chief Assistant County Attorney	6/14/24 Date

REVIEW COMMENTS

A. Other Department Review:

Department Director

Background and Justification: 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 to address the requirements of the Florida Statute.

**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. 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 Affordable Housing Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 7/1/2024 To: 06/30/2027

Seat Requirement: Not For Profit Provider of Affordable Housing Seat #: _____

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: _____

*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: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Whidby Ashley L
Last First Middle

Occupation/Affiliation: Executive Director, Boca Raton Housing Authority
Owner Employee Officer

Business Name: Boca Raton Housing Authority

Business Address: 2333 Glades Road

City & State: Boca Raton, FL Zip Code: 33431

Residence Address: 607 Belmont Place

City & State: Boynton Beach, FL Zip Code: 33436

Home Phone: () Business Phone: 5616140573 Ext. _____

Cell Phone: 904-993-1163 Fax: ()

Email Address: awhidby@bocahousng.org

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

If Yes, state the court, nature of offense, disposition of case and date: _____

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

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.

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

ETHICS TRAINING: All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Training on the Palm Beach County Code of Ethics can be found on the web at <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

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

- By watching the training program on the Web, DVD or VHS on Apr 22, 2024
- 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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature: _____ Printed Name: Ashley Whidby Date: 04/22/2024

Any questions and/or concerns regarding Article XIII of 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) 233-0724.

Return this FORM to:
 Carlos Serrano, Director of Strategic Planning Operations
 PBC Department of Housing & Economic Development
 100 Australian Avenue, Suite 500, West Palm Beach, FL 33406

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Mark Ben Date: _____

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Commissioner's Signature: _____ Date: 5/24/24

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Commissioner's Signature: _____ Date: 5/28/24

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Commissioner's Signature: Mareil Woodard Date: 7-2-24
5-29-24



Ashley Whidby

Professional Summary

Versatile Deputy Director with a strong background in strategic planning, financial management and team development. Skilled in identifying opportunities and implementing practical strategies. Focused on promoting mission and increasing effectiveness of key programs. Passionate about managing and overseeing implementation of company's daily operations. Quick and firm decision-maker possessing first-rate communication and organizational skills.

Work History

Boca Raton Housing Authority - Deputy Director

Boca Raton, FL

01/2015 - Current

Deputy Director

- Determines agenda, develops plans and direct oversight and implementation for all programs and updates.
- Prepares and submits accurate, timely management and financial reports for Board of Commissioners.
- Direct oversight for 4 of the 5 programs operated by the Housing Authority.
- Ongoing improvements to coordination and communications across organization to increase operational efficiency.
- Negotiates and administers all vendor contracts in strict compliance with corporate policy and procedures.
- Ongoing modernization of operations with strategic process improvements.
- Assisted senior leadership in managing all aspects of operations.
- Leads teams of up to 15 personnel, supervising daily performance as well as training and improvement plans.

Property Manager, Dixie Manor and Boca Island East

- Directly responsible for onsite operations for 2 apartment communities - 1 Low Income Public Housing Community and 1 Affordable Housing Community
- Responsible for budgeting, negotiation and supervision of vendor contracts, resident relations, and management of site personnel (training, interviewing and hiring, and payroll), etc.

✉ alwhidby@gmail.com

☎ 904-993-1163

📍 Boca Raton, FL 33432

Skills

- *Result driven with over 12 years of Management and Housing experience.*
- *Experience in numerous areas of property management – Multi Family, Student Housing, Luxury Rentals, HOAs, Affordable and Government Assisted Housing.*
- *Proven ability to effectively handle multi-task levels of management responsibility with minimal direction.*
- *Solid communication, interpersonal, time-management, analytical, organizational, and leadership skills.*
- *Skilled in various property management software including MRIeSite, Real Page/OneSite, Intra/Property Solutions, Bluemoon, NOVAtime, and Yardi.*
- *Accomplished with Building Revenue Streams and Grant Submissions.*
- *Visionary, Strategize, Plans and Maintains Regulatory Compliance.*
- *Program Leadership and Personnel Training and Management.*

Education and Training

05/2023

Nan McKay And Associates

HCV Program Management, VPM

Housing Choice Voucher Program

Management program includes regulatory knowledge checks and provides management guidance and tools including portability

- Implements and enforces policies and procedures to maintain properties to highest standards.
- Conducts regular inspections of both interior and exterior of properties for damage.
- Coordinates with legal counsel to resolve tenant disputes.

Program Director, Pearl City CATS Afterschool & Summer Camp

- Supervises program staff, managing and evaluating performance to provide high-quality services to program participants.
- Provides ongoing direction and leadership for program operations.
- Proactively and successfully pursues and secures additional funding sources including grants and scholarships
- Develops and implements program goals and objectives, establishing specific and measurable outcomes aligned with organization's overall mission.
- Schedules and supervises staff meetings to discuss new ideas and update participants on program details and milestones.
- Monitors program performance to identify areas for improvement.
- Coordinates budgeting, scheduling and resource allocation to facilitate smooth flow of operations.
- Establishes program policies and procedures to comply with regulatory requirements.
- Monitors programming trends to keep content relevant and up-to-date.

Community Center Director, Lois Martin Community Center

- Participates in community events to promote services and engage with public.
- Identifies resources for social and community service programs.
- Collaborates with community members to develop and implement initiatives.
- Establishes and maintains relationships with key stakeholders.
- Leads and supervises center staff, fosters teamwork and encourages active involvement in implementing mission, vision and values.

The Prestige Realtors - Licensed Real Estate Broker

Deerfield Beach, FL

02/2021 - Current

- Founded and developed real estate agency, driving recruitment, and operational growth.
- Cultivated strong relationships with agents, lenders and title companies.
- Negotiated real estate contracts to navigate transactions between buyers and sellers.
- Provided guidance and consultation to clients to make well-informed decisions in real estate investments.
- Analyzed local real estate market conditions and trends to identify profitable investment opportunities.
- Compared properties possessing similar features to determine competitive market prices.

tracking, SEMAP indicator documentation for quality control, and a tool for documenting in-depth file reviews.

01/2023

Nan McKay And Associates

Housing Choice Voucher Executive Management

Housing Choice Voucher Executive Management training is measurable, and touches every aspect of the organization, including the bottom line.

04/2019

State of Florida

Licensed Real Estate Broker

07/2016

Department of Children And Families

Director's Credential

05/2010

University of Florida

Gainesville, FL

Bachelor of Science: Family, Youth And Community Sciences

- Minor - Leadership

Certifications

America Property Consultants, Certified UPC Inspector - Aug 2016

- Managed roster of clients to send announcements and information on new properties.
- Negotiated purchase contracts and lease agreements to establish maximum value for clients.
- Arranged for inspections and surveys of sold properties.
- First Time Home Buyer Specialist

The Lynd Company - Senior Community Director

Pompano Beach, FL

08/2011 - 08/2015

- Oversaw portfolio of 650 units across four properties throughout Broward, Miami Dade and Palm Beach County - 1 Luxury High Rise with Condominium HOA and 3 Conventional Multi Family sites.
- Supervised day to day operations - Including: budgeting, negotiation and supervision of vendor contracts, resident retention, and management of site personnel (training, interviewing and hiring, and payroll), etc.
- Managed all operational, financial and management phases of designated communities including: Development of annual operating income/expense budget, monthly variance and forecasting reporting, direct control of maintenance personnel and resources ensuring that properties are maintained in superior condition with stabilized fiscal operation at all times.
- Continuously exceeded NOI expectations for NOI while maintaining overall 3% or lower delinquency and operating within or below fiscal budget.
- Supervised development of over \$750K onsite asset improvement project which included renovations, building and structure improvements, community design/amenity enrichments, and landscaping enhancements.
- Analyzed monthly financial statements/reports for designated communities.
- Reviewed, coded and approved invoices for all communities.
- Achieved numerous awards for "Excellence in Accounting Proficiency", "Outstanding Achievement in Revenue Management", and "President's Award for Financial Results".
- Assisted in various due diligences and property takes overs throughout Florida.
- Mentored and trained new Community Directors.

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 Completion of term to expire on: _____

*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: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: POLINENI SATYANARAYANA
Last First Middle
 Occupation/Affiliation: ASST. EXE. DIRECTOR/ FINANCE DIRECTOR
 Owner Employee Officer
 Business Name: PAHOKEE HOUSING AUTHORITY, INC.
 Business Address: 465 FRIEND TERRACE
 City & State: PAHOKEE, FLORIDA Zip Code: 33476
 Residence Address: 3729 MOON BAY CIRCLE
 City & State: WELLINGTON, FLORIDA Zip Code: 33414
 Home Phone: 561793-6860 Business Phone: 561924-5565 Ext. _____
 Cell Phone: 561261-1956 Fax: 561924-1952
 Email Address: SPOLINENI@PAHOKEEHOUSING.ORG

Mailing Address Preference: Business Residence

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

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

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.

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

ETHICS TRAINING: All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Training on the Palm Beach County Code of Ethics can be found on the web at: <http://www.palmbeachcountylethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

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

By watching the training program on the Web, DVD or VHS on MAY 01 2024
 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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature: *S. Polineni* Printed Name: SATYANARAYANA POLINENI Date: 05/01/2024

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountylethics.com or contact us via email at ethics@palmbeachcountylethics.com or (561) 233-0724.

Return this FORM to:

Carlos Serrano, Director of Strategic Planning Operations
 PBC Department of Housing & Economic Development
 100 Australian Avenue, Suite 500, West Palm Beach, FL 33406

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: *Mark Ben* Date: _____

**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. 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 Affordable Housing Advisory Not-Advisory
 At Large Appointment or District Appointment /District #: _____
Term of Appointment: 3 Years. From: 7/1/2024 To: 06/30/2027
Seat Requirement: Not For Profit Provider of Affordable Housing Seat #: _____
 *Reappointment or New Appointment
or to complete the term of _____ Due to: resignation other
Completion of term to expire on: _____

*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: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: POLINENI SATYANARAYANA
Last First Middle
Occupation/Affiliation: ASST. EXE. DIRECTOR/ FINANCE DIRECTOR
Owner Employee Officer
Business Name: PAHOKEE HOUSING AUTHORITY, INC.
Business Address: 466 FRIEND TERRACE
City & State: PAHOKEE, FLORIDA Zip Code: 33476
Residence Address: 3729 MOON BAY CIRCLE
City & State: WELLINGTON, FLORIDA Zip Code: 33414
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Cell Phone: 661261-1956 Fax: 661924-1952
Email Address: SPOLINENI@PAHOKEEHOUSING.ORG

Mailing Address Preference: Business Residence

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

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

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.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (B/XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>

(Attach Additional Sheet(s), if necessary)
OR

NONE

NOT APPLICABLE/
(Governmental Entity)

ETHICS TRAINING: All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Training on the Palm Beach County Code of Ethics can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

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By watching the training program on the Web, DVD or VHS on MAY 01, 2024
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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature: S. Polineni Printed Name: SATYANARAYANA POLINENI Date: 05/01/2024

Any questions and/or concerns regarding Article XIII of 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) 233-0724.

Return this FORM to:

Carlos Serrano, Director of Strategic Planning Operations
PBC Department of Housing & Economic Development
100 Australian Avenue, Suite 500, West Palm Beach, FL 33406

Section III (Commissioner, if applicable):

Appointment to be made at BCO Meeting on:

Commissioner's Signature:

[Signature] Date: 5/24/24

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

Revised 01/09/2023

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. 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 Affordable Housing Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 7/1/2024 To: 06/30/2027

Seat Requirement: Not For Profit Provider of Affordable Housing Seat #: _____

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: _____

*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: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: POLINENI SATYANARAYANA
Last First Middle

Occupation/Affiliation: ASST. EXE. DIRECTOR/ FINANCE DIRECTOR

Owner Employee Officer

Business Name: PAHOKEE HOUSING AUTHORITY, INC.

Business Address: 465 FRIEND TERRACE

City & State: PAHOKEE, FLORIDA Zip Code: 33476

Residence Address: 3729 MOON BAY CIRCLE

City & State: WELLINGTON, FLORIDA Zip Code: 33414

Home Phone: 561793-6860 Business Phone: 561924-5565 Ext. _____

Cell Phone: 661261-1956 Fax: 561924-1952

Email Address: SPOLINENI@PAHOKEEHOUSING.ORG

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Codes: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

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.

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

ETHICS TRAINING: All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Training on the Palm Beach County Code of Ethics can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

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- By watching the training program on the Web, DVD or VHS on MAY 01 2024
- 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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature: [Signature] Printed Name: SATYANARAYANA POLINENI Date: 05/01/2024

Any questions and/or concerns regarding Article XIII of 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) 233-0724.

Return this FORM to:

Carlos Serrano, Director of Strategic Planning Operations

PBC Department of Housing & Economic Development

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

Section III (Commissioner, if applicable)

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: [Signature] Date: 5/28/24

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

Revised 01/09/2023

Satyanarayana Polineni

Asst. Exe. Director/Finance Director

PAHOKEE HOUSING AUTHORITY, INC., 465 FRIEND TERRACE, PAHOKEE, FL 33476.
(561)924-5565.

Contact 3729 Moon Bay Circle Wellington, FL 33414 (561)261-1956 spolineni@pahokeehousing.org	Objective As an Asst. Director/ Finance Director, Administer, advise, manage/coordinate and oversee all financial programs and activities of Pahokee Housing Authority, Inc. Interested to serve as advisory member on the Commission on Affordable Housing, Palm Beach County
Education Certified Public Accountant University of Illinois, Urbana, IL Bachelors of Accounting Tirupati, India	Experience <i>June 1993 - Present</i> Asst. Director / Finance Director <i>January 2019 -- January 2020</i> Executive Director / Finance Director
Key Skills Accounting Project Management Budget Planning Communication Problem-solving <u>Other Memberships</u> Affordable Housing Advisory Committee Member, Wellington, FL	<i>January 2020- Present</i> Asst. Executive Director/ Finance Director Responsibilities: overseeing daily financial operations, managing staff, ensuring compliance with legal, regulatory and PHA policies and procedures. Maintains, prepare, and records all forms of financial transactions. Assist department / program managers with financial and budget preparation.
	Communication Provide leadership to department personnel through effective goal setting, delegation, and communication to achieve financial integrity.
	Leadership Trains and direct staff and provide support and conduct meetings. Help organize, co-ordinate and train staff
	References Available upon request.

**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. 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 Affordable Housing Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 7/10/2024 To: 07/9/2027

Seat Requirement: Not-for-Profit Provider of Affordable Housing Seat #: _____

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: _____

***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 Middle

Occupation/Affiliation: PRESIDENT/CEO
Owner Employee Officer

Business Name: DELRAY BEACH HOUSING AUTHORITY/DELRAY HOUSING GROUP, INC.

Business Address: 82 NW 5TH AVENUE

City & State: DELRAY BEACH Zip Code: 33444

Residence Address: 19623 SPLIT RAIL RUN

City & State: LOXAHATCHEE Zip Code: 33470

Home Phone: () Business Phone: 5612726766 Ext. _____

Cell Phone: 6613082295 Fax: ()

Email Address: serazo@dbha.org

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

If Yes, state the court, nature of offense, disposition of case and date: _____

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

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.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE NOT APPLICABLE/ (Governmental Entity)

ETHICS TRAINING: All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Training on the Palm Beach County Code of Ethics can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

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By watching the training program on the Web, DVD or VHS on _____ 20____
 By attending a live presentation given on June 15th, 2023

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature: *Shirley Erazo* Printed Name: SHIRLEY ERAZO Date: 3/12/2024

Any questions and/or concerns regarding Article XIII of 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) 233-0724.

Return this FORM to:
 Carlos Serrano, Department of Housing & Economic Development
 100 Australian Avenue, Suite 500, West Palm Beach, FL 33406
cserrano@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: *Mack Beall* Date: _____

**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. 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 Affordable Housing Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 7/10/2024 To: 07/9/2027

Seat Requirement: Not-for-Profit Provider of Affordable Housing Seat #: _____

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or to complete the term of _____ Due to: resignation other
Completion of term to expire on: _____

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

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Last First Middle

Occupation/Affiliation: PRESIDENT/CEO
Owner Employee Officer

Business Name: DELRAY BEACH HOUSING AUTHORITY/DELRAY HOUSING GROUP, INC.

Business Address: 82 NW 5TH AVENUE

City & State: DELRAY BEACH Zip Code: 33444

Residence Address: 19623 SPLIT RAIL RUN

City & State: LOXAHATCHEE Zip Code: 33470

Home Phone: () Business Phone: 5612726766 Ext. _____

Cell Phone: 5613082295 Fax: ()

Email Address: serazo@dbha.org

Mailing Address Preference: Business Residence

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

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

Section II Continued:

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<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R)XX-XX(PO)XX</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/08-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE

NOT APPLICABLE/
(Governmental Entity)

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By attending a live presentation given on June 15th, 2023

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature:  Printed Name: SHIRLEY ERAZO Date: 3/12/2024

Any questions and/or concerns regarding Article XIII of 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) 233-0724.

Return this FORM to:

Carlos Serrano, Department of Housing & Economic Development
100 Australian Avenue, Suite 500, West Palm Beach, FL 33406
cserrano@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature:  Date: 5/24/24

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

Revised 01/09/2023

**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. 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 Affordable Housing Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 7/10/2024 To: 07/9/2027

Seat Requirement: Not-for-Profit Provider of Affordable Housing Seat #: _____

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Name: ERAZO SHIRLEY
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Occupation/Affiliation: PRESIDENT/CEO

Owner Employee Officer

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City & State: DELRAY BEACH Zip Code: 33444

Residence Address: 19623 SPLIT RAIL RUN

City & State: LOXAHATCHEE Zip Code: 33470

Home Phone: () Business Phone: 5612726766 Ext. _____

Cell Phone: 5613082295 Fax: ()

Email Address: serazo@dbha.org

Mailing Address Preference: Business Residence

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Minority Identification Code: Male Female
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Section II Continued:

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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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By watching the training program on the Web, DVD or VHS on _____ 20____
 By attending a live presentation given on June 16th, 2023

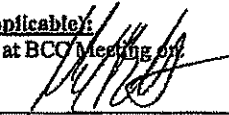
AND

By signing below I acknowledge that I have read, understand and agree to abide by the Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature:  Printed Name: SHIRLEY ERAZO Date: 3/12/2024

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountylethics.com or contact us via email at ethics@palmbeachcountylethics.com or (561) 233-0724.

Return this FORM to:
 Carlos Serrano, Department of Housing & Economic Development
 100 Australian Avenue, Suite 500, West Palm Beach, FL 33406
cserrano@pbcgov.org

Section III (Commissioner, if applicable):
 Appointment to be made at BCC Meeting on _____
 Commissioner's Signature:  Date: 5/28/24

**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**. 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 Affordable Housing Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 7/10/2024 To: 07/9/2027

Seat Requirement: Not-for-Profit Provider of Affordable Housing Seat #: _____

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: _____

*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 Middle

Occupation/Affiliation: PRESIDENT/CEO

Owner Employee Officer

Business Name: DELRAY BEACH HOUSING AUTHORITY/DELRAY HOUSING GROUP, INC.

Business Address: 82 NW 5TH AVENUE

City & State: DELRAY BEACH Zip Code: 33444

Residence Address: 19623 SPLIT RAIL RUN

City & State: LOXAHATCHEE Zip Code: 33470

Home Phone: () Business Phone: 6612726766 Ext. _____

Cell Phone: 6613082295 Fax: ()

Email Address: serazo@dbha.org

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X

If Yes, state the court, nature of offense, disposition of case and date: _____

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

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.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE

NOT APPLICABLE/
(Governmental Entity)

ETHICS TRAINING: All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Training on the Palm Beach County Code of Ethics can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

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

By watching the training program on the Web, DVD or VHS on _____ 20____
 By attending a live presentation given on June 15th, 2023

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature: *Shirley Erazo* Printed Name: SHIRLEY ERAZO Date: 3/12/2024

Any questions and/or concerns regarding Article XIII of 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) 233-0724.

Return this FORM to:

Carlos Serrano, Department of Housing & Economic Development
 100 Australian Avenue, Suite 500, West Palm Beach, FL 33406
 cserrano@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

7-2-24

Commissioner's Signature:

Marc Woodward

Date:

5-29-24



SHIRLEY ERAZO

Serazo27@gmail.com | (561) 308-2295 | 19623 Split Rail Run, Loxahatchee, Florida 33470

Summary

Over 30 years of administrative functions of Housing Authority supervisory and operations experience. Superior management skills proven by consistent high achievement goals.

Skills

- Property Management of LIHTC
- HUD-Rental Assistance Programs
- Scott Accounting and Computer Software-SACS
- Knowledge of Federal, State and local regulations relating to various aspects of Low-Income housing programs and affordable housing
- Knowledge of the principles of management including budgeting, personnel and procurement. -
- Knowledge of the principles and methods of administration and supervision
- Ability to plan, organize, and coordinate various phases of a housing agency program.
- Organizational leadership
- Decision-making
- Staff development
- Communication
- Supervision and training
- Goal setting
- Compensation/benefits administration
- Recruiting and Hiring
- Cost analysis and savings

Experience

President/CEO

11/2019-Current

Delray Beach Housing Authority
Delray Housing Group, Inc.

Responsible for implementing policy of the Housing Authority under the direction of a seven-member Board of Commissioners, ensuring compliance with federal, state and local laws and regulations governing the provision of affordable housing and Housing Assistance Programs. Responsible for the operations of the Delray Beach Housing Authority that comprised of HUD Rental Assistance Programs and its Non-Profit 501(c)(3) affiliate the Delray Housing Group, Inc. that serves as the property management and development arm of the Housing Authority, the agency is comprised of 34 employees, with an operating budget of more than \$30 million. Managed over 800 Affordable Housing units that includes Public Housing, Low- Income Housing Tax Credits, State Housing Initiative Partnership units, Neighborhood Stabilization Properties, and Workforce Housing units. Oversee the agencies Family Self Sufficiency Program that is a pathway for career building and homeownership.

Chief Operations Officer

01/2004 – 11/2019

Delray Beach Housing Authority

- Established a successful record in running a High-Performance Housing Choice Voucher Program consecutively for over 20 years.
- Work closely with the President/Chief Executive Office to manage resources to achieve goals and objectives of the Housing Authority
- Oversee the operations of the Delray Beach Housing Authority
- Provide leadership, management and guidance to department heads in areas of responsibility.
- Develop the agencies Five Years/Annual Plan

- Administer the funding aspect of the Section 8 Housing Choice Voucher Program, Project Based Section 8 Program, Disaster Housing Assistance Program and Tenant Based Rental Assistance Program governed by Florida Housing Finance Corporation- HOME Funds
- Work closely with HUD officials in implementation of Program requirements ensuring compliance with HUD Regulations and budgeting.
- Present recommendations to the CEO to benefit the agency's overall operations of cost effectiveness, by negotiating outside contracts from companies and other consultants.
- Worked closely in the oversight development of Village Square Phase I and II that involved mixed financing projects with Low Income Housing Tax Credits and Project Based Section 8 Vouchers
- Secured financing for the predevelopment and construction of Village Square Phase III-Island Cove
- Instrumental in the acquisition of the Property Management Contract of Lake Delray Apartments for Delray Housing Group
- Regular reporting and collaborating with the President/CEO and the Board of Commissioners to conduct all housing authority administrative functions.
- Supervise internal audits and HUD reviews.

Director Of Section 8

01/1995 - 01/2004

Delray Beach Housing Authority | Delray Beach, FL

- Direct, Coordinate and Supervise the Administrative functions of the Section 8 Program, consisting of 906 Housing Choice Vouchers, Project-Based Program, FSS Program escrow accounts, administer Portables and waiting list.
- Manager all account receivables for incoming portables
- Make recommendations to the Executive Director on the establishment and implementation of new policies and procedures.
- Prepare and monitor Program Budgets, Conduct Orientations and training sessions for staff, customers and landlords.
- Represent the Agency with integrity and professionalism.

Director Of Program Eligibility

01/1989 - 01/1995

West Palm Beach Housing Authority | West Palm Beach, FL

- Direct, coordinate the administrative functions of the Program Eligibility Department consist of 1027 Certificates, 168 Vouchers and 734 Public Housing units.
- Management of Housing Authority waiting list, update and revise policies and procedures
- Conduct orientations and workshops for new participants
- Established positive relationships with related human service agencies network and outreach.
- Served as a Liaison for tenant and social service agencies

Education and Training

2019- Bachelor's degree: BS Business Administration and Management
1986- A.A.S Liberal Arts and Science

Community Involvement-

Committee Member of FAHRO-Florida Association of Housing & Redevelopment Officials
Member of the PHADA-Public Housing Authority Directors Association
Member of the SERC-NAHRO
Member of the Delray Beach Chamber of Commerce

Member of the Partners for Housing Palm Beach County Non-Profit Developers Forum
Delray Beach Homeless Coalition Task Force
State of Florida Affordable Housing Coalition
CareerSource of Palm Beach County- Board of Directors
Community Land Trust of the Treasure Coast and Palm Beach County-Board of Directors
Member of the AIA-Right to Housing

Certifications

Leadership Delray-2017 Real Estate Development Training, Hudson Real Estate Group Housing Credit Certified Professional, NAHB Tax Credit Assurance Certification Nan McKay, Supervision and Management Neighborhood Works of America, Managing a Successful Homeownership Program IPED, Housing Tax Credit/Historic Tax Credit IPED, Housing Credits Meet Historic Credits NCHM, Certified Section 8 Occupancy Specialist NCHM, Tenant Integrity Program FAHRO, Certification Section 504 Certification in Supervisory Management PBCC Institute of Government Certifications Nan McKay, Section 8 HCV Program Nan McKay, SEMAP Certification Nan McKay, PIH Rental Integrity

Languages

Fluent in English and Spanish



MEMORANDUM
Palm Beach County

Date: May 13, 2024

To: The Honorable Maria Sachs, Mayor, and
Board of County Commissioners

Thru: Verdenia C. Baker, County Administrator *VBaker*
Tammy K. Fields, Assistant County Administrator *TFields*

From: Jonathan B. Brown, Director *Jonathan Brown*
Department of Housing and Economic 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 eight (8) seats with expiring terms this year; of which six (6) of those current members are seeking re-appointment. Those current six (6) members have submitted their application for your nomination/endorsement as follows:

SEAT NO.	NAME	REQUIREMENT	COMPANY
3	Shirley Erazo	Not-for Profit Provider of Affordable Housing	Delray Beach Housing Authority/Delray Housing Group, Inc.
4	Ezra M. Krieg	Advocate for Low Income Persons	A Better Community, LLC
5	Lynda Charles	Real Estate Professional	Community Partners of South Florida
7	Amy L. Robbins	Employers Within the Jurisdiction	Valley Bank
9	William Elliott Johnson	For Profit Provider of Affordable Housing	Manor House Construction, LLC/Ellysium Land Development, LLC
10	George Adam Campbell	Labor Engaged in Home Building	IBEW Local Union 728

**Department of
Housing & Economic
Development**
Strategic Planning Division
00 Australian Avenue - Suite 500
West Palm Beach, FL 33406
(561) 233-3600
www.pbcgov.com/hed

**Palm Beach County
Board of County
Commissioners**

Maria Sachs, Mayor
Maria G. Marino, Vice Mayor
Gregg K. Weiss
Michael A. Barnett
Marci Woodward
Sara Baxter
Mack Bernard

County Administrator
Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*



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County Administrator

Verdenia C. Baker

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In addition, there are currently three (3) vacant seats, of which we have two (2) prospective applicants with their applications for your nomination/endorsement as follows:

SEAT NO.	NAME	REQUIREMENT	COMPANY
1	Ashley Whidby	Not for Profit Provider of Affordable Housing	Boca Raton Housing Authority
6	Satyanarayana Polineni	Not for Profit Provider of Affordable Housing	Pahokee Housing Authority Inc.

For the last vacant seat, we are seeking your nomination that meets one of the categories from the attached eligibility list. You may have your nominee contact Yvette Cueto at (561) 233-3640 or via e-mail: ycueto@pbc.gov.

Please notify Yvette Cueto of your nominations/endorsements for the six (6) current members seeking reappointment, and the two (2) new prospective applicants no later than **Tuesday, May 28, 2024**.

It is anticipated that the nominees will be presented to the BCC for appointment on July 2, 2024.

Should you have any questions, please do not hesitate to contact Carlos Serrano, Director of Strategic Planning and Operations, at (561)233-3608 or cserrano@pbc.gov. Thank you.

Enclosures

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

Palm Beach County Commission on Affordable Housing Membership as of June 2024

	Member	Membership Category	Initially Appointed	Current Term Expires
1	Vacant	Any Eligible Category		
2	Aquannette T. Thomas	Banking & Mortgage Industry	2/9/2021	7/9/2024
3	Shirley Erazo	Not for Profit Provider of Affordable Housing	7/10/2021	7/9/2024
4	Ezra M. Krieg	Advocate for Low Income Persons	7/1/2018	6/30/2024
5	Lynda Charles	Real Estate Professional	7/10/2021	7/9/2024
6	Corey W. O'Gorman	Resident of the Jurisdiction	7/1/2018	6/30/2024
7	Amy L. Robbins	Banking & Mortgage Industry	2/9/2021	7/9/2024
8	Tim Kubrick	Essential Services Personnel	2/9/2021	2/8/2027
9	William Elliott Johnson	For-Profit Housing Provider	2/9/2021	7/9/2024
10	George Adam Campbell	Labor Engaged in Home Building	7/1/2018	6/30/2024
11	Commissioner Bernard	Elected Official	2/9/2021	2/8/2027

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

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 2-254 through 2-260 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.

- (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, low-income 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.
 - l. 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 an 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)

Palm Beach County Department of Housing and Economic Development

List of Categories per Florida Statute 420.9076

- A citizen who is actively engaged in the residential home building industry in connection with affordable housing.
- A citizen who is actively engaged in the bank or mortgage industry in connection with affordable housing.
- A citizen who is a representative of those areas of labor actively engaged in home building in connections with affordable housing.
- A citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing.
- A citizen who is actively engaged as a for-profit provider of affordable housing.
- A citizen who is actively engaged as not-for-profit provider of affordable housing.
- A citizen who is actively engaged as a real estate professional in connection with affordable housing.
- A citizen who is actively serves on the local planning agency pursuant to s. 163.3174. If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process.
- A citizen who resides in the jurisdiction of the local governing body making the appointments.
- A citizen who represents employers within the jurisdiction.
- A citizen who represents essential services personnel, as defined in the local housing assistance plan.