PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date:	July 2, 2024	1					
Department:	Housing an	Housing and Economic Development					
Advisory Board:	sory Board: Commission on Affordable Housing						
		I. EXECUTIVE BRIEF					
Motion & Title: State to the Commission of	a ff recommen on Affordable I	ds motion to approve: Housing (CAH) to comple	appointment of two (2) nominees ete three (3) year terms as follow:				
Seat: Not for Profit Provid Affordable Housing (Two [2] seats open	·	Appoint: Ashley Whidby (7/2/24 to 7/1/27) or	Nominated By: Commissioner Bernard Commissioner Weiss Commissioner Barnett Commissioner Woodward				

(~7/2/24 to 7/1/27)

Shirley Erazo

(7/10/24 to 7/9/27)

or

Satyanarayana Polineni Commissioner Bernard Commissioner Weiss Commissioner Barnett

> **Commissioner Bernard Commissioner Weiss Commissioner Barnett** Commissioner Woodward

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

	<u> </u>	
Recommended by:	Sonathan Brown	June 13, 2024
	Department Director	Date
Legal Sufficiency:	24	4/14/24
	Chief Assistant County Attorney	Date

REVIEW COMMENTS

A. Other Department Review:

Department Director

July 2, 2024 CAH Appointments Page 3

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. 2017-017) that included changes to the responsibilities of the CAH to address the requirements of the Florida Statute.

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Occupation/Affilia	tion:		e Ullector,	Roca	Katon h	ousing Auth	ority	****				•
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Page 1 of 2

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Section II Communea:

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 scaled 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		
NONE	X	NOT APPLICABLE/ (Governmental Entity)]

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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):

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By watching the training program on the Web, DVD or VHS on Apri 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 125, part III of the Florida Statutes:

*Applicant's Signature:		\square	Printed Name: ASI	ney whiddy	Date:
Any questions and/or concerns Ethics website <u>www.palmbcach</u>		n or contac	tus via email at <u>ethi</u>		
		Ref	furn this FORM to:		
	Carlos Serra	no, Dire	ctor of Strategic	Planning Operati	ions
	PBC Depar	tment of	Housing & Ecor	nomic Developme	ent
100 Australian Avenue, Suite 500, West Palm Beach, FL 33406					
Section III (Commissioner, if Appointment to be ma		ing on:			
Commissioner's Signature	Made	Ba	~	Date:	

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

Revised 01/09/2023

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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 diagraphy or resume to this form.

Section I (Department) <u>1</u> (Please Print)					
Board Name: CO	mmission o	n Affordable	Housing		Advisory 🖌	Not Advisory 🌅
At Large A	ppointment	or	Distric	et Appointi	ment /District #: ,	
Term of Appointment:	3	Years.	From: 7/1/2024	Ļ	то: 06/30	/2027
Seat Requirement:	Not For Prot	fit Provider of 1	Affordable Housing	ξ	Seat #:	
[] *Reappoint	neni	ør	New A	ppointmen)t	
or []] to compl	ete the term of		Due I	to:	rosignation	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) APPLICANT, UNLES		UUST BE A COU	NTY RESIDENT			
Name: Wh	idby		Ashley		L	
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Occupation/Affiliation	<u></u>		Raton Housing Auth	-		
	Owner		Employee		Officer	
Business Name:		taton Housing	Authority			
Business Address:		ilades Road				
City & State	Boca P	laton, FL		Zip Code	: <u>33431</u>	
Residence Address:	607 Be	Imont Place				
City & State	Boynto	n Beach, FL		Zip Code	33436	\$
Home Phone:	()	•	Business Phone:	561	6140673	Ext.
Cell Phone:	004-993-1	163	Faxt			
Email Address:		ocahoulsng.c	ng			
Mailing Address Prefer	ence: 🔽 Busine	se Residence				
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Section 11 Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Paim Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Paim 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 Paim 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		
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	(Attach Additional Sheet(s), if necessary) OR				
NONE	X	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: <u>http://www.palmbeachcountyethics.com/training.htm</u>). 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 Apri 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 Ethled, Chapter 12, part III of the Florida Statutes:

*Applicant's Signature:			\square	Printed Name: Ashley Whidby	Date: 04/22/2024	
			m or contac	Palm Beach County Code of Ethics, pleas this via email at <u>ethics@palmbeachcountyc</u> turn this FORM to:		
	Carlos Serrano, Director of Strategic Planning Operations					
PBC Department of Housing & Economic Development						
10	0 Australi	an A	venue, S	uite 500, West Palm Beach, FL 3	33406	

Section III (Commissioner, if applicable): Appointment to be made at BCC Meeting on: Commissioner's Signature:_ Date: Pursuant to Florida's Public Records Law, this document may he reviewed and photocopied by members of the public. Revised 01/09/2023

Page 2 of 2

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City & State		Boca Rator), FL		·····	Zip C	ode:	33431		
Residence Addı	·css:	607 Belmo	nt Place							
City & State		Boynton Be	each, FL			Zip C	ode:	33436		
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(Attach Additional Sheet(s), if necessary) OR					
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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 122, part III of the Florida Statutes:

*Applicant's Signature:	$\underline{\nabla}$	/		Printed Name:	Ashley W	hidby	Date:04/22/2024
Any questions and/or concern Bthics website <u>www.palmbca</u>							
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	PBC D	epartn	nent of	Housing &	Economic D	evelopment	
100) Australi	an Ay	enue, S	Suite 500, W	lest Palm Be	each, FL 334	406
Section III (Commissioner, i Appointment to be m			gh:				
Commissioner's Signatur	re:	MA	4	-	Date:	5/28	124

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Revised 01/09/2023

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Term of Appoir	ntment: <u>3</u>	Years.	Fro	m: <u>7/1/2024</u>		то: 06/30/	2027	
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City & State	C3)	Boca Raton, FL			Zip Code:	33431		
Residence Add	Iress:	607 Belmont Pla	ce					
City & State		Boynton Beach,	FL		Zip Code:	33436	;	
Home Phone:	_(	<u>,</u>		<b>Business Phone:</b>	561	3140573	Ext.	
Cell Phone:	90	4-993-1163		Fax:	()			
Email Address:	awl	nidby@bocahouis	ng.org					
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#### Section II Continued:

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<u></u>	(Attach Additional Shee		
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AND

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*Applicant's Signature:		·/		Printed Name: Ashley Whidby	Date: 04/22/2024
			<u>1</u> or contac	Palm Beach County Code of Ethics, plea thus via cinail at <u>ethics@palmbeachcounty</u> turn this FORM to:	
	Carlos S	Serra	no, Dire	, ctor of Strategic Planning Opera	tions
	PBC D	eparti	ment of	Housing & Economic Developm	ent

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

Section III (Commissioner, if applicable):	-7 0 <u>11</u>
Appointment to be made at BCC Meeting on:	$1 - \lambda - \lambda T$
Commissioner's Signature: - Mari Ucoluce	

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

Revised 01/09/2023

# AW 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**
- O 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 multitask levels of management responsibility with minimal direction.
- Solid communication, interpersonal, timemanagement, analytical, organizational, and leadership skills.
- Skilled in various property management software including MRI/eSite, 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

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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 indepth 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

مسيع الافاقا المحاف وارومس والتكافية فتقالهما المحموم المحمولة والمطوفة فتتناف والمارية وتراور فترافع

# 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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The information provided Answer "none" or "not a	on this form will be used in conside pplicable" where appropriate. Plea	ring your nomination. Pi se attach a biography or	lease COMPLETE SEC résumé to this form.	TION II IN FULL
Section I (Department):	(Please Print)			
Board Name: Con	nmission on Affordable H	lousing	Advisory	Not Advisory
🖌 At Large Ap	pointment or	District Ap	pointment /District #:	
Term of Appointment:	3 Years. F	rom: 7/1/2024	то: 06/30/2	2027
Seat Requirement:	Not For Profit Provider of A	ffordable Housing	Scat #:	***************************************
=*Reappointme	ent or	🔽 Now Appoi	ntment	
or []] to complet Completion of term to ea	e the term of	Due to:	resignation	other
*When a person is being term shall be considered	r considered for reappointment, th by the Board of County Commiss	e number of previous di líoners:0	sclosed voting conflicts	during the previous
Section II (Applicant): APPLICANT, UNLESS	(Please Print) EXEMPTED, MUST BE A COUNT	TY RESIDENT		
Name: POL	INENI S	ATYANARAYANA		
Last Occupation/Affiliation:	Pi ASST, EXE. DIRECTOR/ F	INANCE DIRECTOR	Middle	
Constant and a second s	**************************************	······	or and the second se	
	Owner  PAHOKEE HOUSING		Officer	L_1
Business Name:	465 FRIEND TERRAC			
Business Address:	PAHOKEE, FLORIDA	·····	Code: 33476	
City & State		<i>20</i> p	Code: <u>33475</u>	
Residence Address:	3729 MOON BAY CIR	CLE		
City & State	WELLINGTON, FLOR	IDA Zip	Code: 33414	ann a'
Home Phone:	661793-6860	Business Phone:		xt
Cell Phone:	661261-1956	Fax:	<u>561924-1952</u>	······································
Email Address:	SPOLINENI@PAHOKEEH	OUSING.ORG		
Mailing Address Preferen	ace; 🗹 Business 🔲 Residence			
Have you ever been conv If Yes, sinte the court, pai	icted of a felony: Yes N ture of offense, disposition of case at	lo X nd date:		
Minority Identification		Female	African-American	Caucasian
Page 1 of 2				

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#### Section II 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 scaled 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
any a gain strangenergy and a strangenergy	·····	••••••••••••••••••••••••••••••••••••••	
	(Attach Additional S	Sheet(s), if necessary) OR	98
NONE	X	NOT APPLICABLE/	

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: <u>http://www.palmbeachcountyethics.com/training.htm</u>. 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):

1	V	•
ř		-
1		

By watching the training program on the Web, DVD or VHS on MAY 01 2024 By attending a live presentation given on _____, 20____

<u>AND</u>

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: Applicant's Signature: Applicant's Signature: 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 <u>www.palmbeachcountyethics.com</u> or contact us via email at <u>ethics@palmbeachcountyethics.com</u> 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

 $\land$ 

Date:

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Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on; 60 Commissioner's Signature: Mach

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

Revised 01/09/2023

The information provided Answer "none" or "not a	l on this form will be used in c pplicable" where appropriate	considering your nominati e. Please atlach a blogra	on. Please CC phy or résumé	OMPLETE SEC i to this form.	CTION II IN FULL.
Section I (Department):	(Please Print)				
Board Name: Corr	nmission on Afforda	ble Housing	A	Lavisory 🖓	Not Advisory 🦳
At Large Ap	pointment			ent /District //: _	—
Term of Appointment:	3 Years.	From; 7/1/202			
• •	Not For Profit Provider	<u></u>			
				agai #i	۳۵۵۳۵٬۵۹٬۰۰۰ و وای و ۱۹۹۵ و ۱۹۹۵ و ۱۹۹۵ و
*Reappointing	ent o	n. New	Appointment		
ar []] to complet	the term of	Due	e to:	resignation	other
Completion of term to ex	xplie on:				
	s considered for reappointm by the Board of County Co		lous disclosed	voting coullict	s ducing the provious
Section II (Applicant); APPLICANT, UNLESS	(Please Print) EXEMPTED, MUST BE A (	COUNTY RESIDENT			
1 24233 ( 197	INENI	SATYANARAY	ANA		م و به منهم الم الم الم الم الم الم الم الم الم ال
Last Occupation/Affiliation:	ASST. EXE. DIREC	Flist TOR/ FINANCE DIREC	TOR	Middle	
	Owner [7]	Employee [		Officer	<b>[</b> ]
Business Name:	Longel	SING AUTHORITY,			L!
Business Address:	465 FRIEND TEF	RRACE			~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
City & State	PAHOKEE, FLOP	RIDA	Zip Cods:	33476	andersementalised for the unit of the spectrum of the set
Residence Address:	3729 MOON BAY			33414	۵۰۰۰۰,۰۰۰,۰۰۰,۰۰۰,۵۵۹,۵۵۹,۵۵۹,۵۵۹,۵۵۹,۵۵
City & State			Zip Code:		
Home Phono: Cell Phone:	661261-1956	Business Phone Fax:	,	24-1952	<u> </u>
Email Address:	SPOLINENI@PAHO		f	<u></u>	unan kanaka ana ang ang ang ang ang ang ang ang an
Mailing Address Preferen	100: 🔽 Business 🥅 Resid	lence.	<del>, - 11,</del>		
Have you ever been conv	P-100	No X			allangdurgan ay share ya a ya ya ya a
Minority Identification		ican PAsino-Amer	íonn <b>M</b> Afi	rican-American	Cancasian

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Page 1 of 2

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#### Section II Continued:

<u>CONTRACTUAL RELATIONSHIPS</u>: Pursuant to Article XIII, Sec. 2-443 of the Paim 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 scaled 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 contractant relationships between Palm Bench 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 Maintenanco	10/01/00-09/30/2100
·			
<b>1.001</b>	(Attach Additional Shee O		······································
NONE	X	NOT APPLICABLE/	

<u>ETHICS TRAINING</u>: All board members are required to read and complete training on Article Xill of the Palm Beach Code, the Palm Beach County Code of Bthics. Training on the Palm Beach County Code of Bthics can be found on the web at: <u>http://www.palmbeachcountycthics.com/training.htm</u>, 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 10 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 VIIS on  $MAY 01_{20}24$ By attending a live presentation given on _____, 20____

AND

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

*Applicant's Signature:	ZGW.	eni-	Printed Name;	SATYANARAYANA POLINENI	Dute	05/01/2024
						••

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on 10 hier website <u>www.palmbeacheountyethics.com</u> or contact us via email at <u>ethics@palmbeacheountyethics.com</u> or (561) 233-0724.

Return this FORM to:

Carlos Serrano, Director of Strategic Planning Operations

PBC Department of Housing & Economic Development

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

Section III (Commissioner, if applicable): Appointment to be made at BCO Meeting on 24/24 Date: Commissioner's Signature: Parsuan to Florida's Public Records Law, this documentary to Revised 01/09/2023 reviewed and photocop

Page 2 of 2

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Answer "none" or "not apple	cable" where appropriate. Plet	ise attach a biography of	lause COMPLETE SECTION II IN FULL. • rdsumé to this form.
Section I (Department): (Pk	ease Print)		
Board Name: Comm	ission on Affordable H	lousing	Advisory 🖓 Not Advisory 🗍
At Large Appoin	niment or		ppointment /District /k:
James and the second seco		rom: 7/1/2024	
			······································
	r For Front Provider of A		Scat#:
<b>Reappointment</b>	or	New Appo	infusort
ar []] to complete th	e term of	Due to:	resignation Other
Completion of term to expin	e on:		
*When a parson is being co	nsidered for reappointment, tl	te number of previous d	lisclosed voting conflicts during the provious
•	the Board of County Commis	\$101101.81	
Section II (Applicant): (Pl APPLICANT, UNLESS EX.	ease Print) EMPTED, MUST BE A COUN	TY RESIDENT	
Name: POLIN		SATYANARAYANA	
Last Occupation/Affiliation:	ASST. EXE. DIRECTOR/	first FINANCE DIRECTOR	Middle
	······································		, , , , , , , , , , , , , , , , , , ,
	Owner	Employee	Officer
Ruciness Name:	Owner	Bmployce	Officer 🔟 (
Business Name: Business Address:		AUTHORITY, INC	the second se
	PAHOKEE HOUSING	AUTHORITY, INC	the second se
Business Address:	PAHOKEE HOUSING 465 FRIEND TERRAG PAHOKEE, FLORIDA	AUTHORITY, INC	
Business Address:	PAHOKEE HOUSING 465 FRIEND TERRAG PAHOKEE, FLORIDA 3729 MOON BAY CIF	AUTHORITY, INC	p Code: <u>33476</u>
Business Address: City & State Residence Address: City & State	PAHOKEE HOUSING 465 FRIEND TERRAG PAHOKEE, FLORIDA 3729 MOON BAY CIF WELLINGTON, FLOR	AUTHORITY, INC CE CLE RIDA zi	p Code: <u>33476</u>
Business Address: City & State Residence Address: City & State Horae Phone:	PAHOKEE HOUSING 465 FRIEND TERRAG PAHOKEE, FLORIDA 3729 MOON BAY CIF WELLINGTON, FLOR 561793-6860	AUTHORITY, INC CE CLE RIDA Business Phono:	p Code: <u>33476</u> p Code: <u>33414</u> <u>561924-5565 Ext.</u>
Business Address: City & State Residence Address: City & State Horae Phone: <u>6</u> Cell Phone: <u>6</u>	PAHOKEE HOUSING 465 FRIEND TERRAG PAHOKEE, FLORIDA 3729 MOON BAY CIF WELLINGTON, FLOR 561793-6860 561261-1956	AUTHORITY, INC CE CLE RCLE RIDA Business Phono: Fax:	p Code: <u>33476</u>
Business Address: City & State Residence Address: City & State Home Phone: Cell Phone: Email Address:	PAHOKEE HOUSING 465 FRIEND TERRAG PAHOKEE, FLORIDA 3729 MOON BAY CIF WELLINGTON, FLOR 561793-6860 561261-1956 POLINENI@PAHOKEEF	AUTHORITY, INC CE CLE RCLE RIDA Business Phono: Fax:	p Code: <u>33476</u> p Code: <u>33414</u> <u>561924-5565 Ext.</u>
Business Address: City & State Residence Address: City & State Home Phone: 6 Cell Phone: 6 Email Address: 8 Mailing Address Preference:	PAHOKEE HOUSING 465 FRIEND TERRAG PAHOKEE, FLORIDA 3729 MOON BAY CIF WELLINGTON, FLOR 561793-6860 561261-1956 POLINENI@PAHOKEEF	AUTHORITY, INC CE Zi RCLE RIDA Zi Business Phono: Fax: -OUSING,ORG	p Code: <u>33476</u> p Code: <u>33414</u> <u>561924-5565 Ext.</u>
Business Address: City & State Residence Address: City & State Home Phone: Cell Phone: Email Address: Mailing Address Preference: Have you ever been convicted	PAHOKEE HOUSING 465 FRIEND TERRAG PAHOKEE, FLORIDA 3729 MOON BAY CIF WELLINGTON, FLOR 561793-6860 561261-1956 POLINENI@PAHOKEEF	AUTHORITY, INC DE CLE RIDA Zi Business Phono: Fax: HOUSING,ORG	p Code: <u>33476</u> p Code: <u>33414</u> <u>561924-5565 Ext.</u>
Business Address: City & State Residence Address: City & State Home Phone: Cell Phone: Email Address: Mailing Address Preference: Have you ever been convicted	PAHOKEE HOUSING 465 FRIEND TERRAG PAHOKEE, FLORIDA 3729 MOON BAY CIF WELLINGTON, FLOR 561793-6860 561261-1956 POLINENI@PAHOKEEF DISUSING Residence ad of a felony: Yes	AUTHORITY, INC DE CLE RIDA Zi Business Phono: Fax: HOUSING,ORG	p Code: <u>33476</u> p Code: <u>33414</u> <u>561924-5565 Ext.</u>
Business Address: City & State Residence Address: City & State Home Phone: Cell Phone: Email Address: Mailing Address Preference: Have you ever been convicted	PAHOKEE HOUSING 465 FRIEND TERRAG PAHOKEE, FLORIDA 3729 MOON BAY CIF WELLINGTON, FLOF 561793-6860 561261-1956 POLINENI@PAHOKEEH Distinger Business Residence a of a felony: Yes a of offense, disposition of case a dei I Male	AUTHORITY, INC DE CLE RIDA Zi Business Phono: Fax: HOUSING,ORG	p Code: <u>33476</u> p Code: <u>33414</u> <u>561924-5565 Ext.</u>

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#### Section II Confinued:

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 Paim Beach County. Exceptions to this prohibition include awards made under scaled 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 Paim 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 verily 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 Maintenanco	10/01/00-09/30/2100
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NONE	X	NOT APPLICABLE/	

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  $\frac{MAY 01}{2024}$ By attending a live presentation given on

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: 2 Dour 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.palmbcachcountyethics.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 Ayenye, Suite 500, West Palm Beach, FL 33406							
Section III (Commissioner, if applicable): Appointment to be made at BCC Meeting on:							
Commissioner's Signature: MAAD Date: 5/28/24							

Commissioner's Signature: at may be reviewed and photocopied by members of the public. Pursuant to Florida's Public Records Law, this docu

Revised 01/09/2023

Page 2 of 2

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# 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	<b>Objective</b> 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	Experience
Certified Public Accountant University of Illinois, Urbana, IL Bachelors of Accounting	June 1993 - Present Asst. Director / Finance Director
Tirupati, India	<i>January 2019 – January 2020</i> Executive Director / Finance Director
Key Skills	
Accounting Project Management	January 2020- Present Asst. Executive Director/ Finance Director
Budget Planning Communication Problem-solving	Responsibilities: overseeing daily financial operations, managing staff, ensuing compliance with legal, regulatory and PHA policies and
<u>Other Memberships</u> Affordable Housing Advisory Committee Member, Wellington, Fl	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.

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The information p Answer "none" or									TION I	I IN FULL.
Section I (Depart	iment): (Ple	ase Print)								
Board Name:	Commi	ssion or	Affordable	e Hous	ing		Advisor	y 🖸	Not A	dvísory 门
At La	arge Appoin	tment	or		🗌 Distric	ct Appoin	tment /Dis	brict #:		
Term of Appoint	ment: 3		Years.	From:	7/10/202	4	To; 0	7/9/20	027	
Seat Requiremen		-for-Pro	fit Provider	of Affo	ordable He	ousing	Seat #:			······
<b>⊮</b> ]*Reap	pointment		or		New A	ppointme	ent			
or <b>1</b> to a Completion of te			•	<u></u>	Due t	o: 🗍	resigne	ation		other
*When a person i term shall be con Section II (Applic APPLICANT, UN	sidered by <u>aat):</u> (Ple	the Board o ase Print)	f County Com	nissioners	II	us disclo:	sed voting	conflicti	s durinş	g the previous
Name:	ERAZO	-		SHIRL						
192116.	Last			First			Mid	dle		
Occupation/Affil	iation:	PRESIDE	INT/CEO							
		Owner [	]	j	Employee	1		Officer	D	
<b>Business Name:</b>		DELRA	Y BEACH H	OUSING	<b>3 AUTHOF</b>	RITY/DE	ELRAY I	lousi	NG G	ROUP, INC.
<b>Business</b> Addres	is:	82 NW	5TH AVENU	E						
City & State		DELRA	Y BEACH		<u> </u>	Zip Cod	e: 3	3444		
Residence Addr	ess:	19623 \$	SPLIT RAIL	RUN						
City & State		LOXAH	ATCHEE			Zip Cod	e: 3	3470		·····
Home Phone:		)		Bus	iness Phone:	<b>5</b> 6	<b>)</b> 272676	<u>6 E</u>	xt.	
Cell Phone:	_66	31308229	5	Fax	•	_(	)			
Email Address:	ser	azo@dbl	na.org							
Mailing Address P	reference:	Busines	s 🖌 Residenc	5						
Have you ever bee If Yes, state the co				No X e and date		·				
Minority Identific	cation Code -American		fale spanic-American		^r emiale Asian-America	m 🗖	African-An	oerican	□cª	ucasian

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Page 1 of 2

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#### Section II 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 S500 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	<u>10/01/00-09/30/2100</u>		
			<u></u>		
	(Attach Additional Shee				
NONE	x	NOT APPLICABLE/ (Governmental Entity)			

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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
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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 Athics, 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 XMI of 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) 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: MGCk Se Date:

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Revised 01/09/2023

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		se Print)							
Board Name: (	Commis	ommission on Affordable Housing						Not A	dvisory 🔲
At Lar	arge Appointment or 🔲 District Appoin						ment /District #:		
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#### Section II Continued:

<u>CONTRACTUAL RELATIONSHIPS</u>: Pursuant to Article XIII, Sec. 2-443 of the Paim 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 scaled competitive bids, certain emorgency and sole source purchases, and transactions that do not exceed S500 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 heard member applicant, identify all contractual relationships between Paim 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	10/01/08-09/30/2100			
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(Attach Additional Sheet(s), if necessary) OR						
NONE	x	NOT APPLICABLE/				

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By watching the training program on the Web, DVD or VHS on By strending a live presentation given on <u>the tesh</u>, 2 20 , 2023 V AND tekhowledge that I have/read, understand and agree to abide by the Florida Sunshine Law and the By signing below I of Athics apter 113, part III of the Florida Statutes: State of Florida Cod SHIRLEY ERAZO 3/12/2024 Date: *Applicant's Signature Printed Name: Any questions and/or co erns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.pranieseicountyethics.com or contact us via email at ethics@apalubeachcountyethics.com or (561) 233-0724. Return this FORM to: Carlos Serrano, Department of Housing & Economic Development 100 Australian Avenue, Sulte 500, West Palm Beach, FL 33406 cserrano@pbcgov.org Section 111 (Commissioner, if applicable): Appointment to be made at BCC Meeting on: Commissioner's Signature:

Revised 01/09/2023

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Section (Depart	<u>menf):</u> (Ple	ase Print)										
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Page 1 of 2

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Commissioner's Signature: Date: Date: Date:
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Revised 01/09/2023

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		DELRAY BEACH					۲	ROUP INC.
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Page 1 of 2

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cserrano@pbcgov.org
Section III (Commissioner. if applicable): Appointment to be made at BCC Meeting on: $1 - 2 - 24$
Commissioner's Signature: Marie Wooduland Date: 5-29-24

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

Revised 01/09/2023



management skills proven by consistent high achievement goals.

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

Over 30 years of administrative functions of Housing Authority supervisory and operations experience. Superior

Summary

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
   Cost analysis and savings 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

### Experience

President/CEO Delray Beach Housing Authority Delray Housing Group, Inc.

Staff development

- Communication
- · Supervision and training
- · Goal setting
- Compensation/benefits administration
- · Recruiting and Hiring

11/2019-Current

01/2004-11/2019

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**

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**

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**

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.

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- · 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

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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

01/1995 - 01/2004

01/1989 - 01/1995

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 Soction 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

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Languages

Fluent in English and Spanish



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"

# 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 *UBA* Tammy K. Fields, Assistant County Administrator

From: Jonathan B. Brown, Director And Kong Under 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

ATTACHMENT 2

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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

Maria Saclis, 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" 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: <u>ycueto@pbc.gov</u>.

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 <u>Tuesday, May 28, 2024</u>.

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 <u>cserrano@pbc.gov</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 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 <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

- (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.
    - 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

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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)

# 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. <u>163.3174</u>. 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.

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 A citizen who represents essential services personnel, as defined in the local housing assistance plan.