

# MEMORANDUM

Agenda Item No. 11(A)(8)

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**TO:** Honorable Chairman Esteban L. Bovo, Jr.  
and Members, Board of County Commissioners


**DATE:** November 7, 2017

**FROM:** Abigail Price-Williams  
County Attorney

**SUBJECT:** Resolution directing the County Mayor to seek approval from the Board regarding any options related to when and how to open, administer and populate the waiting lists for County-owned Affordable Housing Projects prior to opening such waiting lists, to consult and seek input from County Commissioners in whose districts the Affordable Housing Projects are located regarding the waiting list, and to prepare and submit a report

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The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Joe A. Martinez.

  
Abigail Price-Williams  
County Attorney

APW/smm



# MEMORANDUM

(Revised)

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Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Statement of social equity required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_\_, 3/5's \_\_\_\_\_, unanimous \_\_\_\_\_) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 11(A)(8)  
11-7-17

RESOLUTION NO. \_\_\_\_\_

RESOLUTION DIRECTING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO SEEK APPROVAL FROM THE BOARD REGARDING ANY OPTIONS RELATED TO WHEN AND HOW TO OPEN, ADMINISTER AND POPULATE THE WAITING LISTS FOR COUNTY-OWNED AFFORDABLE HOUSING PROJECTS PRIOR TO OPENING SUCH WAITING LISTS, TO CONSULT AND SEEK INPUT FROM COUNTY COMMISSIONERS IN WHOSE DISTRICTS THE AFFORDABLE HOUSING PROJECTS ARE LOCATED REGARDING THE WAITING LIST, AND TO PREPARE AND SUBMIT A REPORT

**WHEREAS**, Miami-Dade County ("County") is the owner and landlord of 17 affordable housing projects ("Affordable Housing Projects") located in Miami-Dade County; and

**WHEREAS**, the Affordable Housing Projects, include Lakeside Towers, Park Lake Apartments, Gateway Apartments, Ingram Terrace, Milton Manors Apartments, Leisure Villas, Gran Via, Coconut Grove, Gibson Plaza, Goulds, Little Havana I, Miami Gardens Apartments, Perrine Rainbow, Riverside Apartments, Singer Plaza, Wynwood and No Place Like Home; and

**WHEREAS**, the Affordable Housing Projects consist of a total of 1,365 dwelling units; and

**WHEREAS**, the Affordable Housing Projects are currently managed by a private management company competitively selected by the County through a competitive selection process; and

**WHEREAS**, on July 6, 2017, this Board adopted Resolution No. R-690-17, awarding the property management contract to Royal American Management, Inc. ("Royal American"); and

**WHEREAS**, there are waiting lists for each of the Affordable Housing Projects, which includes a list of applicants who have been screened, passed all selection criteria, and have received pre-application approval letters and completed rental applications; and

**WHEREAS**, one of Royal American's responsibilities is to manage the waiting lists, including but not limited to making offers to and selecting applicants from such waiting lists to be housed in one of the units located in the Affordable Housing Projects; and

**WHEREAS**, the waiting lists are established through a first-come, first-serve basis, rather than the lottery system established by the County, through Miami-Dade Public Housing and Community Development ("Department"), for the public housing, Section 8 Housing Choice Voucher, and Section 8 Moderate Rehabilitation programs administered by the Department; and

**WHEREAS**, in the past this Board has expressed concerns over the management of the waiting lists as it relates to the County's public housing and Section 8 Housing Choice Voucher programs, including but not limited to the application process, the length of time it takes to re-open the waiting lists, and the broad discretion given to the Department's director as it relates to the waiting lists; and

**WHEREAS**, on June 20, 2017, this Board adopted Resolution No. R-653-17, which approved the County Public Housing Agency Plan ("PHA Plan"); and

**WHEREAS**, the PHA Plan includes a requirement that the Department may choose from various options regarding when and how to open, administer, and populate the waiting lists, subject to approval by the Board of County Commissioners; and

**WHEREAS**, this Board also wishes to require that any options regarding when and how to open, administer and populate the Affordable Housing Projects' waiting lists be reviewed and approved by this Board prior to the opening of a new waiting list for such projects,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:**

**Section 1.** The foregoing recitals are incorporated in this resolution and are approved.

**Section 2.** This Board directs the County Mayor or the County Mayor's designee to seek approval from this Board regarding any options related to when and how to open, administer and populate the Affordable Housing Projects' waiting lists prior to the opening of new waiting lists for such projects. Additionally, the County Mayor or the County Mayor's designee is directed to consult with each County Commissioner, who has an Affordable Housing Project located in their district, in order to receive their input on when and how to open, administer and populate the Affordable Housing Projects' waiting lists. Additionally, this Board directs the County Mayor or the County Mayor's designee to accomplish the purpose of this resolution, including but not limited to amending the contract(s) with Royal American, if necessary.

**Section 3.** This Board further directs the County Mayor or the County Mayor's designee to prepare and submit a report to this Board related to the Affordable Housing Projects' waiting lists. The report shall include the following information: (a) the total number of applicants currently on the waiting lists; (b) the date the waiting lists were opened; (c) the anticipated date the waiting lists will be reopened; (d) the anticipated process that will be utilized to reopen the waiting lists; and the number of vacant units in each of the Affordable Housing Projects. The County Mayor or the County Mayor's designee shall provide the report to this Board within 30 days of the effective date of this resolution and shall place the completed report on an agenda of the Board pursuant to Ordinance No. 14-65.

The Prime Sponsor of the foregoing resolution is Commissioner Joe A. Martinez. It was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

- |                                     |                      |
|-------------------------------------|----------------------|
| Esteban L. Bovo, Jr., Chairman      |                      |
| Audrey M. Edmonson, Vice Chairwoman |                      |
| Bruno A. Barreiro                   | Daniella Levine Cava |
| Jose "Pepe" Diaz                    | Sally A. Heyman      |
| Barbara J. Jordan                   | Joe A. Martinez      |
| Jean Monestime                      | Dennis C. Moss       |
| Rebeca Sosa                         | Sen. Javier D. Souto |
| Xavier L. Suarez                    |                      |

The Chairperson thereupon declared the resolution duly passed and adopted this 7<sup>th</sup> day of November, 2017. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.



Terrence A. Smith