

MEMORANDUM

Agenda Item No. 8(K)(1)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: September 17, 2024

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution authorizing the County Mayor to dissolve the Public Housing waiting list as of October 1, 2024 and thereafter open such waiting list commencing on October 15, 2024, and ending on October 25, 2024; and authorizing the County Mayor to receive and process applications received during the period set forth herein in accordance with applicable federal laws, regulations, and the Admission and Continued Occupancy Policy

Resolution No. R-812-24

The accompanying resolution was prepared by the Public Housing and Community Development Department and placed on the agenda at the request of Prime Sponsor Housing, Recreation, Culture and Community Development Committee.


Geri Bonzon-Keenan
County Attorney

GBK/jp

Memorandum



Date: September 17, 2024

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor 

Subject: Resolution Authorizing the Opening of the Public Housing Waiting List

Executive Summary

Public Housing and Community Development Department (PHCD) must obtain approval from the Miami-Dade County Board of County Commissioners (Board) to dissolve and to open the public housing waiting list. Pursuant to the Admissions and Continued Occupancy Policy (ACOP), applicants who are on the waiting list at the time such list is dissolved shall keep their ranking and will not be required to submit new applications during the open registration period. Applicants who are being processed prior to dissolution of the waiting list will continue to be processed by PHCD.

The 2014 public housing waiting list is near exhaustion. This item seeks the Board's approval to dissolve the waiting list as of October 1, 2024, and open a new public housing waiting list commencing on October 15, 2024 at 12:01 a.m., and ending on October 25, 2024 at 11:59 p.m. It is anticipated that PHCD will reopen the waiting list annually or when the waiting list is exhausted, whichever is sooner, subject to the Board's approval. PHCD is unable to open the waiting list any sooner since it requires sufficient time to work with the software company, Emphasys Software. Emphasys will assist PHCD in receiving new applications and set up the lottery system to select 7,500 applications for placement on the waiting list and assign a special identifier number to each application.

Opening the public housing waiting list will provide more affordable housing opportunities for low-income renters and will ensure the continuance of subsidized housing assistance to these families upon the waiting list being exhausted.

Recommendation

It is recommended that the Board authorize the County Mayor or County Mayor's designee to dissolve the public housing waiting list as of October 1, 2024, and, thereafter, open such waiting list commencing on October 15, 2024 at 12:01 a.m., and ending on October 25, 2024 at 11:59 p.m.. It is further recommended that the Board authorize the County Mayor or County Mayor's designee to receive and process applications during this period in accordance with applicable federal laws, regulations, and the ACOP.

Scope

This item will have a countywide impact.

Delegation of Authority

Upon the approval of the resolution, the County Mayor or County Mayor's designee will be authorized to (1) dissolve the public housing waiting list as of October 1, 2024; (2) open the public housing waiting list commencing on October 15, 2024 at 12:01 a.m., through October 25, 2024 at 11:59 p.m.; and (3) receive and process applications received during this period in accordance with applicable federal laws, regulations, and the ACOP.

Fiscal Impact/Funding Source

PHCD will use up to \$55,000.00 in available United States Department of Housing and Urban Development (HUD) federal funding to support the opening of the public housing waiting list. The approval of this item will not result in a fiscal impact to the County's general fund.

Track Record/Monitor

Alex R. Ballina, PHCD Director, is responsible for administering and monitoring the federally subsidized housing programs.

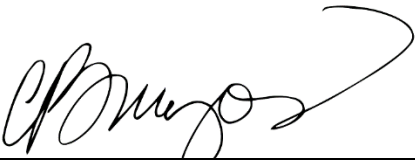
Background

On July 8, 2020, the Board adopted Resolution No. R-672-20, which directed the County Mayor or County Mayor's designee to make certain amendments to the Section 8 Administrative Plan ("Administrative Plan") regarding the tenant-based housing waiting list. Specifically, the Board directed the County Mayor or County Mayor's designee to amend the Administrative Plan to include the following requirements: (1) PHCD may only dissolve or open the waiting list with the Board's approval; (2) once the waiting list is dissolved, applicants who are on the waiting list at the time the waiting list is dissolved shall keep their ranking and shall not be required to submit new applications during the open registration period; and (3) notwithstanding the dissolution of the waiting list, applicants who are being processed prior to dissolution of the waiting list will continue to be processed by PHCD. Further, Resolution No. R-672-20 requires that one lottery is conducted for the tenant-based waiting list and another lottery is conducted for the project-based programs, and that ranking for each list is done through a computerized application and is verified by a neutral third party. The opening and closing of registration periods will be advertised in the media as required by the Administrative Plan for the purpose of reaching all segments of the community and providing advance notice. On May 4, 2021, the Board adopted Resolution No. R-429-21, which approved the ACOP, as amended, to incorporate and extend the requirements above to the process for opening the public housing waiting list.

In accordance with the Board's directive, PHCD wishes to dissolve the public housing waiting list as of October 1, 2024, since the list is nearly exhausted. PHCD further wishes to open a new public housing waiting list commencing on October 15, 2024 at 12:01 a.m., and ending on October 25, 2024 at 11:59 p.m.. PHCD will also work closely with the software company, Emphasys Software, to receive applications and establish the lottery system as required by the ACOP. Through the lottery system, 7,500 applications will be selected for placement on the waiting list, and a special identifier number will be assigned to each application.

In accordance with the ACOP, PHCD will announce the opening of the waiting list at least 10 business days prior to the date the applications will be accepted. PHCD will further ensure that the following occurs:

1. Advertise the date of the opening of the waiting list in multiple media outlets, including, but not limited to newspapers, including the *Miami Herald*, *Miami Times*, *Diario Los Americas*, and *Haiti en March or Kiskeya Herald*, radio outlets, and social media.
2. Work with each County Commission District.
3. Engage in outreach to religious institutions, government offices, agencies that assist the elderly and disabled, and other agencies and organizations.
4. Work with the Library System and the County Community Action and Human Services Department to ensure that the public has access points to complete applications; and
5. Utilize any other methods that are deemed appropriate to increase the scope of outreach to eligible applicants.



Cathy Burgos, LCSW
Chief Community Services Officer



MEMORANDUM

(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: September 17, 2024

FROM: 
Glen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(K)(1)

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 present ____, 2/3 membership ____, 3/5's ____, unanimous ____, majority plus one ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3) (h) or (4)(c) ____, CDMP 9 vote requirement per 2-116.1(4)(c) (2) ____) 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. 8(K)(1)
9-17-24

RESOLUTION NO. _____ R-812-24

RESOLUTION AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO DISSOLVE THE PUBLIC HOUSING WAITING LIST AS OF OCTOBER 1, 2024 AND THEREAFTER OPEN SUCH WAITING LIST COMMENCING ON OCTOBER 15, 2024, AND ENDING ON OCTOBER 25, 2024; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO RECEIVE AND PROCESS APPLICATIONS RECEIVED DURING THE PERIOD SET FORTH HEREIN IN ACCORDANCE WITH APPLICABLE FEDERAL LAWS, REGULATIONS, AND THE ADMISSION AND CONTINUED OCCUPANCY POLICY

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

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

Section 1. The matters contained in the foregoing recital and accompanying memorandum are incorporated in this resolution by reference.

Section 2. This Board authorizes the County Mayor or County Mayor's designee to dissolve the Public Housing waiting list as of October 1, 2024, and thereafter open such waiting list commencing on October 15, 2024, and ending on October 25, 2024. This Board further authorizes the County Mayor or County Mayor's designee to receive and process applications received during the period set forth herein in accordance with applicable federal laws, regulations, and the Admissions and Continued Occupancy Policy.

The foregoing resolution was offered by Commissioner **Eileen Higgins**, who moved its adoption. The motion was seconded by Commissioner **Marleine Bastien** and upon being put to a vote, the vote was as follows:

Oliver G. Gilbert, III, Chairman	aye		
Anthony Rodríguez, Vice Chairman	aye		
Marleine Bastien	aye	Juan Carlos Bermudez	aye
Kevin Marino Cabrera	aye	Sen. René García	aye
Roberto J. Gonzalez	aye	Keon Hardemon	aye
Danielle Cohen Higgins	aye	Eileen Higgins	aye
Kionne L. McGhee	absent	Raquel A. Regalado	aye
Micky Steinberg	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 17th day of September, 2024. 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

JUAN FERNANDEZ-BARQUIN, CLERK

By: Basia Pruna
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Terrence A. Smith