

FLAGLER COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
Meeting Minutes
October 26, 2021

[DPM1]

MEMBERS PRESENT: *Sandra Shank, Dorothy Sperber, Nealon Joseph, Trish Giaccone, Commissioner Joe Mullins, Mary Vasilevsky*

MEMBERS ABSENT: *Ed Danko, Denise Santa Maria*

EXCUSED ABSENT: *Denise Santa Maria*

STAFF PRESENT: *Joyce Bishop, Stephanie Morse*

MEMBERS OF THE PUBLIC PRESENT: **Devrie Paradowski and Pastor Daisy M. Henry**

1 1. **Call to order.** Sandra Shank called the meeting to order at 8:36 am.

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3 2. **Pledge of Allegiance**

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5 3. **Corrections or Additions to Agenda:** None

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7 4. **Approval of June 15, 2021 Special Meeting Minutes**

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9 Sandra Shank inquired if everyone had reviewed the minutes and if there were any
10 corrections.

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12 Stephanie Morse requested approval for the following changes to the minutes: Add all
13 of the members of the public present. Move Rick Belhumeur from member of committee
14 present to member of public present. Correct the spelling of Suzy Foggin (Line 104 and
15 119) and Katrina Liebel's name (Line 123) of the public's names. Need to correct the
16 spelling of Trish Giaccone's name on the last page (Line 142).

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18 A Motion was made by Trish Giaccone to approve the June 15, 2021 special meeting
19 minutes with the revisions as noted and seconded by Nealon Joseph. Motion carried
20 unanimously.

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22 5. **AHAC Annual Report Discussion**

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24 Joyce Bishop has created a rough draft of a mandatory annual incentives and
25 recommendations report with the assistance of Devrie Paradowski [DPM2] and using
26 Volusia and Alachua County's annual reports as a reference. She pulled information
27 from the recently passed Affordable Housing Ordinance to include in the incentives
28 section and she has pulled information from past meetings for the discussion section.
29 "A-K" in the incentives section is required.

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31 The report must be approved by the AHAC committee in addition to a public hearing by
32 the end of December. Nealon Joseph asked if the hearing may be held during an AHAC
33 meeting or if it needs to be held during a BOCC meeting. Joyce will check, but she had
34 spoke to Adam [Mengel] and he said that he thought it could be held at a board

35 meeting. The committee must approve [DPM3] it prior to a public hearing. Joyce is hoping
36 to do the committee approval meeting just prior to it being presented at the hearing.
37 Joyce will reach out to everybody when she has more information and she will e-mail
38 committee members last year's report and Alachua County's report for reference.
39

40 Sandra read the incentives "A-K" section from the report aloud to the committee. Joyce
41 and Sandra discussed recent allocations from SHIP after Sandra read aloud that
42 governments receiving minimum allocations may elect to not perform the annual review.
43 Our 2021-22 allocation is not minimum according to Joyce.
44

45 Sandra stated that she thought the incentive we have struggled the most with is [Item
46 "J"] "the preparation of printed inventory of [DPM4] locally owned public lands suitable for
47 affordable housing." Sandra emphasized that it should be clearly defined how that
48 information is to be provided and who should be held accountable. Joyce was not able
49 to pull anything from the Affordable Housing Ordinance to complete Item J and Joyce
50 still needed to complete Item J with help from Adam [Mengel]. Sandra stated that they
51 asked Adam about Item J information in the past, but no one was held accountable to
52 produce it. Trish asked if the breakdown in information exchange was due to Adam or
53 his sources. Joyce responded "both." Devrie Paradowski requested to speak, but was
54 deferred to public comment. Joyce also explained that she learned in the past that most
55 of the land that the county owns is wetlands and not suitable for development. Dorothy
56 stated that it is not up to the county to decide if it is developable and the county's
57 inventory needs to be made available to the public. Trish stated that she has run into
58 challenges herself with getting this information from Growth Management. Sandra
59 emphasized that this barrier needs to be removed. Commissioner Mullins offered to
60 help push to get this information by copying him in an e-mail request to Growth
61 Management. Commissioner Mullins shared he has had the same challenge trying to
62 get this information and that affordable housing would not require a lot of land. He
63 explained that infrastructure could be improved with federal [CARES Act] grant money.
64 Sandra requested that everyone be on the lookout for more information from Joyce and
65 to try to be available as needed.
66

67 **6. Disaster Housing Task Force Report**

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69 Nealon stated that the Housing Disaster Plan [DPM5] is in dire need of an update. The
70 biggest problem is that we do not have viable options for residents if there is significant
71 damage to the county. Nealon and Jonathon Lord decided that a task force could be
72 replaced with AHAC by inviting past task force members to participate through AHAC,
73 since housing damage after a disaster would be affordable housing issue. Citizens with
74 insurance or the means to move would not be an issue. Jonathon has asked for an
75 outline of the plan by the end of this month from Nealon. Nealon has shared the
76 previous plan (66 pages) with a few others, including Mary. Nealon plans to streamline
77 the new plan due to duplication of information in the CEMP (Comprehensive
78 Emergency Management Program). The Housing Disaster Plan will become an annex
79 of the CEMP and will now be referred to as an annex rather than a plan. Nealon's goal
80 is to have this annex signed and in place before the next hurricane season. He wants to
81 focus on locations where affordable housing could be built and on possible FEMA
82 financial assistance for our area. What type of housing could be provided with available
83 funding? (i.e. tents, cargo containers, modular homes?) Then once the housing is
84 provided, then we have to consider, utilities, school zones, and etc... Nealon and

85 Jonathon will gather input and information from the county municipalities and their
86 engineering/public works staff.

87
88 Nealon briefly reviewed sections from the previous 2012 plan (there is a 2015 plan, but
89 it is a duplicate except for information pulled directly from plans in Jacksonville and St.
90 John's County) and explained what needed to be revised and how. His goal is to have
91 an actual useful plan with a clear and defined process, no fluff or theoretical guide. This
92 disaster plan will also need to identify land suitable for affordable housing, just like the
93 AHAC Annual Report.

94
95 Sandra asked if [CARES Act] federal money could be used now for infrastructure for
96 suitable land identified by the Housing Disaster Plan, before a disaster happens. Nealon
97 said that we would have to make a good case, in order to prioritize something that may
98 happen over current actual needs. He gave an example of a current issue of purchasing
99 a back-up generator for Matanzas High School vs. purchasing something needed daily
100 by the school. Also, if we put in sewer, water, etc... there is no guarantee that the site
101 will remain a disaster response site, because once infrastructure is in place then the
102 question will be why isn't this land being used for current Affordable Housing needs.

103
104 In response to a comment from Commissioner Mullins regarding the use of schools in a
105 disaster, Nealon shared that the Emergency Management Dept. is working with
106 builders, public works, developers, and engineers by recommending the reinforcement
107 and dual-purpose use of structures such as amenities centers and schools. Sandra
108 asked if the Emergency Management portion of the AHAC Annual Report should
109 include incentives for developers to do these improvements in amenities centers in
110 affordable housing developments. Trish asked what type of incentives could be offered.
111 Nealon did not think AHAC could provide those incentives and stated that those
112 incentives would have to come from the county, such as Growth Management. Sandra
113 stated that we could make recommendations of incentives. Mary pointed out that
114 someone has to pay for extras, such as impact glass. If the developer is not willing to
115 pay, then it would have to be a requirement as it already is within three miles from the
116 coast. Trish countered that if it became a requirement then the extra cost would
117 possibly deter a developer. Commissioner Mullins added that the hurricane zone was
118 moved further west than it used to be, but he could not recall how far west and maybe
119 that the line might need to be moved further west. Sandra asked Joyce to provide a
120 map of where that line falls to review at the next meeting to see if a recommendation
121 could be made to extend the line further west. Joyce asked the name of the map.
122 Commissioner Mullins answered that it is the hurricane line map and Adam Mengel
123 should be able to provide it.

124
125 Sandra asked Nealon if he had anything more. Nealon replied that was all he had for
126 the outline. Trisha went back to Nealon's statement about a back-up generator for
127 Matanzas High School [Line 98-100] and asked about the school being used for short
128 term disaster response and funding for the generator. Nealon clarified that they are
129 hoping to use CARES Act grants to purchase the generator for Matanzas, so that it may
130 be used as a special needs shelter. Other schools used as shelters are Bunnell Elem.,
131 Buddy Taylor Middle and Rymfire Elem. Trish asked how Nealon identifies smaller
132 shelters, ALF's, or group homes in a disaster plan. Nealon responded that those entities
133 are not included, since they should have their own plan. Trish clarified that she wanted
134 to know how the two plans tied together. Nealon said that they are tied in the same way
135 as the rest of the residents, if they cannot be accommodated at a shelter, then the entity

136 would need to evacuate them elsewhere, such as a hospital. Mary asked whether
137 emergency shelters will be included in the new disaster plan, since the purpose section
138 in the previous plan only mentions transitional interim housing. Nealon replied, yes,
139 emergency shelters will be included. They agreed there were continuity errors in the
140 previous plan. Sandra asked if there were any other questions. No other questions.
141 Nealon will bring outline and recommendations to Jonathan Lord and at the January
142 AHAC meeting he would like to go over each section in detail with the committee.
143 Sandra thanked Nealon and requested that he be placed on the January 25th agenda.
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145 7. Other Business

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147 Sandra asked if any other members of the committee had any other business to
148 discuss. Commissioner Mullins shared that he is on the National Workforce and
149 Housing Board and would like someone from the AHAC committee to join in on the next
150 zoom meeting and assist him in discerning any possible available federal funding
151 sources for affordable housing. He will send Joyce the meeting/call link and she will
152 share it with members of the committee. Sandra thanked the Commissioner and asked
153 if there was any other business.
154

155 Sandra then brought up the housing retreat for training with Florida Housing Finance
156 Corp. that was postponed due to COVID last year. Ray Tanner from the City of Palm
157 Coast is very interested in attending. Adam Mengel is supposed to speak to Heidi
158 Petitio about getting it rescheduled. Dorothy suggested including Fair Housing training
159 and scheduling it in April, since April is Fair Housing month. Sandra would like to invite
160 all of the municipalities in Flagler County, but there would be a cost to be shared with
161 the County. Dorothy suggested getting sponsors to help defray costs. Commissioner
162 Mullins offered to be a sponsor. Sandra suggested the EOC, training rooms A & B, for a
163 location and asked Joyce to check on the availability.
164

165 Sandra asked about an update on the funding for home repairs with the county [SHIP –
166 Owner Occupied Home Rehabilitation] and how many people are still waiting. Joyce
167 replied that we have three people scheduled to be taken care of by December 31st,
168 which will close out our 18/19 funding and then we will ramp up in January to get more
169 completed. Sandra asked if those three projects will expend the rest of the 18/19 funds.
170 Joyce said yes, that is the plan. Sandra asked the status on the SHIP Administrator
171 position. Joyce replied that the position has been filled, but the start date has been
172 postponed until November 15th. Sandra asked if there were any other comments. No
173 other comments or business.
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175 8. Public Comments/Community Outreach

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177 Sandra opened to public comments. Devrie would like to comment on the AHAC Guide,
178 the Palm Coast Interlocal agreement with the County for SHIP administration, and the
179 inventory supply of land. There is a guidebook for the purpose of this committee through
180 the Florida Housing Coalition and can be found at flhousing.org, and there are
181 examples of the reports that were submitted. There is an interlocal agreement between
182 Flagler County and the City of Palm Coast to administer SHIP. It is important to
183 consider it with training and the annual report should also consider the incentives that
184 are related to the city of Palm Coast. Of the \$766,000 in funding expected this year,
185 only \$166,000 is the County's portion. The recommendations in the annual report need
186 to be presented in a hearing for the Board of County Commissioners and the City of

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Palm Coast Council. The list of inventory of surplus land should be adopted by resolution every three years according to Technical Advisors at Florida Housing Coalition. The statutes that governs it for counties is 125.379 and the city is 166.0451. Florida Housing Coalition also has a comprehensive guidebook regarding surplus lands on their website. Joyce will double check regarding the City of Palm Coast's required involvement in AHAC annual report and the due dates for approval. Joyce will contact Dorothy for further assistance if needed.

9. **Adjourn**

Trish Giaccone motioned to adjourn. Nealon Joseph seconded the motion. The motion carried unanimously.

AHAC adjourned at 9:53 am.