

**FLAGLER COUNTY**  
**AFFORDABLE HOUSING ADVISORY COMMITTEE**  
*Regular Meeting Minutes*  
*June 27, 2023*

**MEMBERS PRESENT:** Trish Giaccone (Vice Chair), Valerie Clymer, Commissioner Andy Dance, Nealon Joseph (Chair), Sandra Shank, Dorothy Sperber, Kim Carney

**MEMBERS ABSENT:** Cathy Heighter

**EXCUSED ABSENT:** Rick Belhumeur

**MEMBERS OF THE PUBLIC PRESENT:** Michele Wayne (Family Life Center), Sara Godoy (Case Manager – Flagler Housing Authority), Robert Beyrer (Executive Director – Flagler Housing),

**STAFF PRESENT:**

- *Joseph Hegedus (Health & Human Services Director — Flagler County)*
- *Gina Lemon (Development Review Planner – Growth Management – Flagler County)*
- *Adam Mengel (Growth Management Director – Flagler County)*

**STAFF ASSIGNED TO AHAC:**

- *Devrie Paradowski (Housing Program Manager—Flagler County)*
- *Eduardo Diaz Cordero (Housing Program Coordinator, AHAC Liaison—Flagler County)*
- *Crystal Eubank (HHS Administrative Assistant)*
- *Jacqueline Gonzalez (Senior Planning Technician—Palm Coast)*

1       **1. Call to order, Roll Call and Pledge of Allegiance:**

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3       Chair Nealon Joseph called meeting to order at 3:00 pm. Chair Nealon Joseph led the  
4       pledge of allegiance. Roll call was completed.

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7       **2. Corrections or Additions to Agenda:** None

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10       **3. Approval of Previous Meeting Minutes:** No corrections. Chair Nealon Joseph  
11       motioned to approve. Kim Carney seconded. The motion carried unanimously.

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13       **4. Agenda Items:**

14       4a) Surplus Lands:

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18       Devrie Paradowski introduced Adam Mengel from Growth Management to talk about  
19       surplus land deemed suitable for affordable housing by the Board of County  
20       Commissioners. He explained that staff is looking to draft a process for disposition, and

21 he explained that he was looking to receive input from the Affordable Housing Advisory  
22 Committee (AHAC) to help guide staff's proposal to the Board of County  
23 Commissioners (BOCC). He stated they have five or six parcels that they came up with  
24 that are lands that meet the criteria for affordable housing. He asked the committee to  
25 consider what the criteria for determining the properties suitable for affordable housing  
26 should be. An example Adam Mengel provided was proximity to services, employment,  
27 public services, and transportation. He further explained that parcels in unincorporated  
28 Daytona North exist further west of Bunnell with some distance from city services,  
29 including water and sewer connections. Adam Mengel expressed concern that these  
30 properties may not be the most suitable for lower income homeowners, considering the  
31 cost for transportation, upkeep on well and septic systems, and distance to medical and  
32 other economic and social services. He stated that staff has considered the possibility  
33 that a suggestion to the BOCC might be to issue the properties for bid to accept the  
34 highest bid and to use the proceeds for incentivizing affordable housing. He also offered  
35 that non-bid properties could potentially be offered to non-profit agencies who develop  
36 affordable housing toward that same goal. He told the committee that staff was  
37 attempting to discern how to make the process for disposition of these properties more  
38 routine.

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40 Adam Mengel gave a background on the parcels on the list. He provided three options  
41 for disposition: 1. Lands available in a program for purchase for qualified individuals, 2.  
42 Lands gifted to a nonprofit or group, 3. Sell the lands through a highest and best bid,  
43 then use the proceeds to fund some aspect of affordable housing.

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45 Vice Chair Trish Giaccone asked if the parcels had any hindrances or stipulations on  
46 them. Adam Mengel replied no but that staff did review flood plains and variables such  
47 as that. Chair Nealon Joseph asked is it possible to get the future land use designation  
48 and the current land use designation put on the Flagler County website. Adam Mengel  
49 replied that he thought that was possible but that they would likely need to connect with  
50 the other municipalities should the lands be within their jurisdictions. Kim Carney asked  
51 if there were surplus properties within the city of Bunnell. Adam Mengel replied two  
52 parcels were within the City of Bunnell. Sandra Shank asked if they were considered  
53 Flagler County lands. Adam Mengel replied "no ma'am." Sandra Shank asked when the  
54 county planned to make policy updates regarding the surplus lands deemed suitable for  
55 affordable housing. Devrie Paradowski asked Adam when he was looking for the input  
56 as the committee makes their recommendations in November. Sandra Shank stated  
57 she thinks it is worth it to talk about the three options during the current meeting. Adam  
58 Mengel stated that the committee could prioritize them or select one.

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61 Sandra Shank asked Adam Mengel and staff to consider ensuring that private  
62 developers of affordable housing would not be excluded from potential access to the  
63 properties. She added, with regard to the larger plats of land in Bunnell, that a  
64 developer could potential develop quads vs. one single family home as would typically  
65 happen through Habitat for Humanity. She concluded that the criteria for acquisition  
66 would have to entail determining the criteria for a for-profit developer vs. a nonprofit  
67 developer. She recommended that the review of the lands suitable for affordable  
68 housing not be a three-year process as is the minimum requirement by statute. She  
69 stated that the county should review them annually, considering the need for affordably  
70 priced housing is too great for that time frame. Valerie Clymer agreed with the  
71 recommendation based on the need. Adam Mengel confirmed than an annual review

72 was possible.

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74 Sandra Shank reiterated her agreement with the options provided by Adam Mengel,  
75 adding that a Housing Trust fund developed through the proceeds from the sale of  
76 lands would allow for additional uses not contained in the Local Housing Assistance  
77 Plan for SHIP, such as education and housing counseling.

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79 Vice Chair Trish Giaccone asked Adam Mengel of the guidance would be more  
80 objective versus subjective, explaining that clarity on the request for input would be  
81 helpful to the committee. Kim Carney summarized the potential policy by offering that  
82 there would be designation criteria provided to the Board for the review, with further  
83 criteria on the usage regarding sale, donation, or other disposition within the goal. She  
84 stated that the committee's goal is to provide input on the identification of lands then on  
85 the criteria related to disposition. Adam Mengel stated that input from the committee  
86 would help further the development of a defined process for disposition of these  
87 designated lands. He added that he had hesitation on describing these lands solely as  
88 "surplus lands," because there are a number of lands owned by the county, but these  
89 lands under discussion are specifically appropriate for affordable housing. Growth  
90 management completes a cursory review to check zoning, flood, county-use, and other  
91 characteristics that would categorically exempt them from residential use.

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93 Kim Carney stated the trust fund is something Flagler County need to set up which will  
94 take a lot of staff time. Chair Nealon Joseph asked Devrie Paradowski if there was a  
95 nearby municipality that has a surplus land process in place. Devrie Paradowski replied  
96 she doesn't know of any right now, but noted it was easier to find processes for larger  
97 communities with much bigger inventories of lands suitable for affordable housing.  
98 Chair Nealon Joseph asked if the committee could have time for staff to conduct some  
99 research on area policies in place so that the committee could have information  
100 available to help draft policy. Devrie Paradowski explained that staff does not required  
101 the committee to draft a plan or a policy, but that staff is seeking input from the  
102 committee to draft these procedures and plans. Eduardo Diaz Cordero stated that  
103 someone from the committee could be appointed to local this information to bring back  
104 to subsequent meetings. Sandra Shank stated Flagler County should table the  
105 consideration until after the Statewide Affordable Housing Conference in August, as she  
106 said that the conference offers ample networking opportunity with housing officials from  
107 all over Florida. Devrie Paradowski reiterated the two primary requests for input: criteria  
108 for determining suitability for affordable housing and process for disposition.

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110 Valerie Clymer noted that the county would need to determine a mechanism to ensure  
111 that the land remains affordable. Sandra Shank agreed and said that a land trust could  
112 offer a long-term affordability solution, suggesting that one of the criteria for disposition  
113 to nonprofits would be for the nonprofit to hold it in a Community Land Trust (CLT).

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115 Vice Chair Trish Giaccone found that St. John's County auctions all surplus lands via a  
116 contracted auction company, and she said that the auction could be a local option for  
117 sale. She found that Pinellas County has established several trust funds and that they  
118 donated these lands to nonprofit agencies. She said that the question is what the  
119 committee wants to see in this community.

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121 Sandra Shank reiterated the distinction between these lands and their intended use, as  
122 identified by the BOCC as suitable for affordable housing, to which Adam Mengel

123 reconfirmed that the County Administrator, Heidi Petito coined a term “lazy assets”  
124 referring to lands that belong to the County which are not suitable for this purpose.  
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126 Adam Mengel expressed observation that the committee has been mentioning the trust  
127 fund, and he said that the county could establish a dedicated fund for these purposes.  
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129 Chair Nealon Joseph suggested the recommendation be to develop the process for the  
130 disposition of the lands and to develop a trust fund rather than exploring the details, as  
131 there details within the initiatives which still require further exploration. Sandra Shank  
132 expanded on the development of a CLT being a requirement of the nonprofit, and that  
133 the Housing Trust Fund would be a separate policy which could be used for affordable  
134 housing initiatives, giving the county flexibility to address affordable housing.  
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#### 136 4b) Transportation Hubs: 137

138 Devrie Paradowski transition to the next item on the agenda, transportation hubs, and  
139 asked the committee members if they had any questions for planning staff regarding the  
140 policies. Valerie Clymer said that the county does not have any. Devrie Paradowski  
141 said that the item involved more than transportation but community access to economic  
142 opportunity. She then recalled that the planning staff has noted that their Future Land  
143 Use Maps have been consistently designed to encourage development near  
144 transportation hubs. Chair Nealon Joseph noted that development would need to be  
145 closer to transportation hubs in order to avoid dissention from further rural citizens.  
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147 Sandra Shank did explain that rural western Flagler County may meet the definition,  
148 regardless of not having major retail centers, due to having some services. She also  
149 noted that farmworker housing could prove important, and she advised against any  
150 policies which could impact local workers for employers such as Hollar and Greene,  
151 etc., as those areas could use specific workforce-type housing. She said a bookkeeper  
152 for Holler and Green, for example, would qualify as a workforce housing resident for the  
153 need purposes.  
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155 Jacqueline Gonzalez mentioned that that the City of Palm Coast has a land asset  
156 manager that works on this and it will be discussed tomorrow. She also noted that the  
157 City has a transportation planner and engineer, and the City has created a group to  
158 work with the Transportation Planning Organization (TPO).  
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#### 160 4c) Other Business and Staff Updates: 161

162 Devrie Paradowski gave a brief summary of the AHAC staff roles. She said her role as  
163 administrator gives AHAC a point of contact for set-aside requirements, statutory  
164 questions. She said Eduardo Diaz was available to answer questions about operation  
165 implementation. She noted that planning staff: Gina Lemon with Flagler County, Jackie  
166 Gonzales with the City of Palm Coast, could give information about the land  
167 development code, comprehensive plan, or other questions related to that realm. She  
168 explained that planning was not the primary land for her and Eduardo, but they could  
169 reach out to planning staff to get those questions answered.  
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171 Eduardo Diaz mentioned the approval of a new software for the SHIP program called  
172 Neighborly. He noted that it would improve services and provide better service and  
173 viewability on status for the applicants. Vice Chair Trish Giaccone asked if the software

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would help with visual reports, and Devrie Paradowski confirmed that it would. Sandra Shank asked if staff could provide a demo.

5. **Public Comment:** None

6. **Adjournment:**

Valerie Clymer motioned to adjourn the meeting at 4:03 pm, and Kim Carney seconded. The motion carried unanimously.

AHAC adjourned at 4:03 pm.