

FLAGLER COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
Regular Meeting Minutes
October 24, 2023

MEMBERS PRESENT: Commissioner Rick Belhumeur, Commissioner Andy Dance, Nealon Joseph (Chair), Sandra Shank, Kim Carney, Valerie Clymer, Trish Giaccone (Vice Chair), Council Member Cathy Heigher

MEMBERS ABSENT:

EXCUSED ABSENT:

MEMBERS OF THE PUBLIC PRESENT:

Michele Wayne, Bernadette Fisher, Carrie Baird

STAFF PRESENT:

- Jaqueline Gonzalez (Site Development Coordinator - City of Palm Coast)
- *Adam Mengel (Growth Management – Director - Flagler County)*
- *Devrie Paradowski (Housing Program Manager—Flagler County)*
- *Eduardo Diaz Cordero (Housing Program Coordinator, AHAC Liaison—Flagler County)*
- *Crystal Eubank (HHS Administrative Assistant)*

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

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3 Chair Nealon Joseph called the meeting to order at 3:01 pm. Chair Nealon Joseph led
4 the 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:** Valerie Clymer noted that the name of a
11 member of the public needed to be corrected from Dewine to Dewind. Kim Carney
12 moved to accept the minutes with the correction of Krystal Dewind's name, and the
13 motion was seconded by Valerie Clymer. The motion carried unanimously.

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16 **4. Agenda Items:**

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18 **4a) Chair Comments:**

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20 Chair Nealon Joseph asked the committee members to address the Chair for comments
21 so as to keep the communication focused on the comprehensive task at hand.

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23 Chair Nealon Joseph addressed Commissioner Andy Dance to present information on
24 slides he had brought to the committee. Commissioner Andy Dance explained that he
25 had attended a meeting following a Regional Council meeting with Commissioner
26 Sullivan and viewed a presentation on St. Johns County's affordable housing initiatives

27 as well as the work completed by the St. Johns County Affordable Housing Advisory
28 Committee. He commented on the difficulty in comparing Flagler County initiatives with
29 St. Johns County initiatives, due to the differences in county structures and level. He
30 suggested inviting the St. Johns County AHAC to the Flagler County AHAC.
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32 Commissioner Andy Dance also received information on local AHACs and said he'd
33 make additional contacts.
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35 Sandra Shank added that different areas do have different initiatives related to the
36 funding from SHIP and other grants, and she specifically referenced rehabilitating
37 mobile homes and that the other communities use Community Development Block
38 Grant (CDBG) for mobile homes. She mentioned that the City of Palm Coast
39 administers a CDBG program, to which Jacqueline Gonzales confirmed that the City of
40 Palm Coast does not allow mobile homes to be rehabilitated under their program.
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42 Devrie Paradowski clarified that, under SHIP, there are fund restrictions limiting
43 assistance for mobile homes to no more than 20% of the year's allocation. She also
44 noted that the mobile home inventory in the county contains a significant number of
45 mobile homes built prior to 1994, and under SHIP, no funds can be used to assist
46 mobile homes built prior to that year.
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48 Sandra Shank clarified that there is CDBG disaster recovery funding and that she had
49 not seen reports for such funding. Chair Nealon Joseph noted that, within the county's
50 jurisdiction, there has not been a disaster impact with unmet needs for at least five
51 years, which would result in additional funding such as CDBG-DR. He said that he can
52 provide that information to the committee should it become available going forward.
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54 Sandra Shank asked Commissioner Andy Dance to invite the St. Johns County AHAC
55 to speak to Flagler County about workforce housing initiatives. Commissioner Andy
56 Dance mentioned that, even neighboring counties such as Flagler County and St. Johns
57 County may see vastly different impacts from natural disasters.
58

59 Devrie Paradowski explained that there is a disaster assistance plan in the approved
60 Local Housing Assistance Plan (LHAP) for SHIP to include paying insurance
61 deductibles, minor repairs and some temporary relocation for housing. That assistance
62 would come from the SHIP allocation, and then there could be additional funding called
63 Hurricane Housing and Recovery Program (HHRP), which could be released by Florida
64 Housing Finance Corporation if the need is justified in Flagler County.
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66 **4b) Chair Comments:** 67

68 Devrie Paradowski opened a draft annual report document for the committee to
69 consider their deliberations of the past few meetings and develop the draft of their
70 recommendations which they would vote on during their public hearing scheduled for
71 November 14, 2023.
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73 Chair Nealon Joseph asked which of the 12 incentives were mandatory, and Devrie
74 Paradowski clarified that the committee is only required to review and discuss all 12
75 incentives as listed in statute; however, the committee is not required to make any
76 recommendations, and that the recommendations may or may not be directly related to
77 the specific incentives listed in statute.
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79 Sandra Shank offered the provision that pre-application meetings for developers should
80 require a checklist to ensure all developers are informed of affordable housing options
81 through the City and County. Jacqueline Gonzalez clarified that there are not always
82 pre-application meetings by which a checklist could be administered. She said when the
83 developers come to the City or County, they've already discussed among themselves
84 whether they wanted to include an affordable housing element in their site development
85 plan.
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87 Chair Nealon Joseph said that these offerings need to be discussed with the developers
88 to incentivize the usage of them. Commissioner Andy Dance provided the analogy of
89 giving someone their Miranda Rights, to which Chair Nealon Joseph agreed and added
90 that developers may or may not make use of the incentives, but they should be made
91 aware of them. Committee members agreed that this recommendation should be
92 applicable to both Flagler County Board of County Commissioners and to Palm Coast
93 City Council.
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95 Chair Nealon Joseph followed up on previous conversations and reiterated the
96 recommendation that the County Administrator and City Manager or their Designees
97 attend the AHAC meeting following the adoption of AHAC recommendations to present
98 to the committee a plan for implementation. Valerie Clymer suggested that the
99 recommendation should require attendance at the February meeting to ensure that an
100 implementation plan started sooner than it would on an vague timeline. Committee
101 members agreed but considered the practicality of a hard deadline of February for a
102 County Administrator and the City Manager. Commissioner Andy Dance suggested the
103 meeting take place within the first quarter.
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106 Kim Carney noted that the committee had discussed the process of determining an
107 impact to housing for policies and ordinances. Devrie Paradowski asked if adding
108 something to the staff reports would be what they are referring to. Sandra Shank noted
109 that the committee had provided a sample document from the City of St. Petersburg, to
110 which Kim Carney noted that Commissioner Andy Dance said that a document may not
111 be necessary as staff would be developing the analysis. Kim Carney reviewed the form
112 as it would be relevant to Flagler County and the City of Palm Coast. Sandra Shank
113 mentioned the accountability of the developer to provide this information to staff, to
114 which Devrie Paradowski requested clarification on whether the committee was
115 reviewing something to be submitted with policy updates or something that would be
116 submitted during the development process. Commissioner Andy Dance responded that
117 the committee was referring to both.
118

119 Commissioner Rick Belhumeur provided a parallel example regarding ordinances
120 impacting businesses, stating that there is a requirement for municipalities to consider
121 the impact to the cost of businesses when they adopt new ordinances. He said that he
122 was under the understanding that what the committee was considering with regard to
123 the impact on the cost of housing was within that same type of context. Kim Carney
124 added that the impact analysis form for the cost of housing, as exemplified by the City
125 of St. Petersburg, is a form completed by city staff, not by a developer. She further
126 clarified the accountability statements for developers would be available on other forms
127 when they are requesting affordable housing incentives.
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Kim Carney recommended that there be an impact statement created for policy or ordinance changes or additions. Valerie Clymer recommended referring to the actual form when submitting the report of recommendations. The committee members agree that this recommendation should be for both the Flagler County Board of County Commissioners and for the Palm Coast City Council.

Devrie Paradowski brought attention to the committee’s conversation in June on the the preparation of a printed inventory of locally owned public lands suitable for affordable housing. Chair Nealon Joseph said that the committee had developed three actionable and solid potential recommendations which, if adopted by the local governments, should be trackable throughout the year. He suggested working through the surplus land process in the following year. Sandra Shank noted that there are new requirements under Live Local to develop a process for disposition of the lands deemed suitable for affordable housing. Devrie Paradowski clarified that the Live Local only encourages a process but that a defined process is not yet a mandatory requirement under the Act. Chair Nealon Joseph added that, prior to the passage of the Live Local Act, there was no requirement that such properties be published on the local government’s web page, but they are now. He pointed out that the committee had made the recommendation to do so prior to the passage of the Live Local Act and that the County has been doing so in response to the committee’s recommendation.

Chair Nealon Joseph began to summarize the committee’s findings and added that the committee had also wanted to be involved in any policy or ordinance consideration related to housing affordability. The committee agreed that they would like to see a recommendation to bring these issues before AHAC prior to initiating the steps toward implementation of such policies or ordinances.

Chair Nealon Joseph impressed upon the committee the impetus to create a tangible metric by which the county administration and city management can measure implementation progress.

Valerie Clymer moved to approve the stated recommendations to be brought to the Public Hearing for a vote. Sandra Shank seconded the motion. Motion carried unanimously.

4c) Committee Discussion and Action Items

A. None were mentioned.

5. **Public Comments:** There were no comments from the public. Sandra Shank announced her nonprofit was a National Association of Realtors Good Neighbor Award Winner celebrated for community impact. She said that no one can be a good neighbor without neighbor, and she gave thanks credit the many supporters of the initiative.

6. **Adjournment:**

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Kim Carney motioned to adjourn the meeting at 4:06 pm, and Sandra Shank seconded.
The motion carried unanimously.

AHAC adjourned at 4:06 pm.