

**OFFICIAL MEETING MINUTES  
OF THE  
COMMISSION ON AFFORDABLE HOUSING (CAH)  
PALM BEACH COUNTY, FLORIDA**

**MAY 11, 2023**

**WEDNESDAY  
10:30 A.M.**

**100 AUSTRALIAN AVENUE  
WEST PALM BEACH, FL**

**MEMBERS:**

Commissioner Mack Bernard  
John-Anthony “Jay” Boggess  
George “Adam” Campbell  
Lynda Charles  
Timothy Coppage  
Corey O’Gorman  
William “Elliott” Johnson  
Ezra M. Krieg, Vice Chair  
Amy Robbins  
Aquannette Thomas  
Leonard “Len” A. Tylka, Chair

**COUNTY STAFF PRESENT:**

Jonathan Brown, Director II, Housing and Economic Development (HED)  
Sheila Brown, Senior Planner, HED  
Lesley George, Housing Liaison, HED  
Dorina Jenkins-Gaskin, Division Director III, HED  
Carlos Serrano, Division Director II, HED

**PRESENT VIA TELECONFERENCE:**

Wilneeda Emmanuel, Senior County Commission Administrative Assistant  
Joyce Grimm, Planner II, HED  
Dorritt Miller, Assistant County Administrator  
Elizabeth Jo Miller, Senior Planner, HED  
Michael Sklar, Principal Planner, HED

**CLERK OF THE CIRCUIT COURT & COMPTROLLER’S OFFICE STAFF PRESENT:**

Jillian Zalewska, Deputy Clerk

**ALSO PRESENT:**

Tim Kubrick, School District of Palm Beach County (SDPBC)

**I. Call to Order**

The chair called the meeting to order at 10:37 a.m.

## **II. Roll Call**

**Present:** Commissioner Mack Bernard, Jay Boggess, Lynda Charles, Elliott Johnson, Ezra Krieg, Corey O’Gorman, Amy Robbins, Len Tylka

**Absent:** Timothy Coppage

**Via Teleconference:** Adam Campbell and Aquanette Thomas

## **III. Approval of Remote Attendance**

**MOTION to approve remote attendance. Motion by Ezra Krieg, seconded by Corey O’Gorman, and carried 8-0.**

## **IV. Approval of Agenda**

**MOTION to approve the agenda. Motion by Corey O’Gorman, seconded by Amy Robbins, and carried 10-0.**

## **V. Approval of Minutes**

**MOTION to approve the February 22, 2023, and March 8, 2023, meeting minutes. Motion by Ezra Krieg, seconded by Corey O’Gorman, and carried 10-0.**

## **VI. Old Business**

### **a. School Board – Affordable Housing Discussion**

Mr. Boggess discussed an affordable housing workshop that had been held with the school board in February. He stated that collaboration among entities including the Housing Leadership Council, SDPBC, and the County was needed to effectively address housing issues. He also noted that SDPBC was waiting to see the how the district would be affected by education-related legislation at the State level.

Mr. Kubrick spoke about efforts by Human Resources (HR) recruiters and the HR customer call center to connect new and existing employees with housing assistance resources.

Mr. Boggess stated that SDPBC was adjusting its vision to account for the potential fiscal impact of recently passed legislation expanding school choice, implementing the capital millage for charter schools, and changing Florida Retirement System benefits.

Mr. Krieg inquired about the average area median income (AMI) for a school district employee.

Mr. Boggess replied that he did not have a specific number and explained that the district was waiting for information about how the housing bond would apply to employees at various income levels.

Mr. Tylka noted that public schools had a greater ability than private schools to steer employees to housing resources available in the County.

Commissioner Bernard stated that because the housing bond addressed both workforce and affordable housing, it would apply to most school district employees.

Mr. Tylka discussed the importance of district employees being able to maintain eligibility for workforce or affordable housing if their salaries increased as they gained experience.

Mr. Elliott spoke about the need for stakeholders to publicly express support for worthwhile projects. He suggested reaching out to individuals who would be willing to speak in favor of projects that incorporated workforce or affordable housing units.

Commissioner Bernard said that when the Board of County Commissioners (BCC) approved the bond allocation process, the focus could shift to a consideration of the impact of the Live Local Act.

Ms. Robbins noted that banks should be included in discussions with the school district about affordable housing projects.

Mr. Tylka suggested that entities involved in affordable housing work be invited to participate in workshops when projects were under consideration.

Discussion ensued about the need to engage with the Classroom Teacher Association and other labor unions.

Mr. Boggess requested that staff deliver a brief presentation at Teacher Fest to introduce district employees to housing assistance resources.

Jonathan Brown, HED Director II, agreed to arrange the presentation, and Commissioner Bernard asked Mr. Johnson to invite an HLC representative.

Discussion ensued regarding the Live Local Act, and Mr. Krieg inquired if any training or mentoring would be offered to affordable housing advisory committees.

Mr. Brown informed the committee that HED was scheduled to deliver a presentation to the BCC in May about the Live Local Act and its projected impact.

Mr. Krieg suggested that a meeting be held with all stakeholders to discuss how Palm Beach County could best capitalize on opportunities offered by the Live Local Act.

Ms. Charles offered to act as a liaison between banks and the school district to help determine which programs would apply to district employees at various salary levels.

**b. Meeting Schedule 2023**

See later in minutes.

(CLERK'S NOTE: Item VII.a was taken up at this time.)

**VII. New Business**

**a. Special Housing Assessment programs**

Mr. Brown initiated a discussion about the development of a program to help mitigate the financial impact of special assessments levied on homeowners. He noted that State Housing Initiatives Partnership program (SHIP) funds could not be utilized for that purpose because the assessments might involve common areas serving individuals who did not meet the income eligibility requirements.

Ms. Robbins reported that she had issued home equity loans for individuals who did not have the funds to pay for special assessments.

Mr. Brown noted that the program addressed special assessments related to maintenance and were levied by homeowners or condominium associations. He explained that among the factors to be considered were fees related to delinquent payment; if a property was under foreclosure; the AMI level of the homeowner; and whether a unit was owner-occupied.

Assistant County Administrator Dorritt Miller and Mr. Brown clarified that the proposed program would provide up to \$10,000 to individuals earning up to 80 percent of the AMI who resided in owner-occupied units. The loans would be issued at a 0 percent interest rate with a five-year term, after which the assistance would be forgiven.

Discussion continued regarding the proposal and the possibility of raising the AMI eligibility limit.

Ms. Robbins spoke about an option of paying the assessment over 15 years. She also discussed the possibility of issuing grants that would be matched by lenders or homeowners.

Mr. Brown noted that the program would apply to homes with a maximum value of \$382,194.

Ms. Charles suggested that individuals who earned above 80 percent of the AMI could be assisted with low-interest loans.

Mr. Johnson said that a scoring system could be implemented to account for a variety of financial challenges and expand eligibility for assistance.

**b. FY 2023-2024 SHIP Allocations**

HED Housing Liaison Lesley George presented the proposed funding allocations.

**STAFF DIRECTION:**

Mr. Tylka requested that staff provide information about funding left over from previous allocations.

Mr. Brown agreed to provide annual reports.

**MOTION to recommend the proposed FY 2023-2024 SHIP allocations. Motion by Elliott Johnson, seconded by Lynda Charles, and carried 10-0.**

**c. 2023 Incentives Review and Recommendations**

Mr. Tylka suggested discussing the incentives review at the June meeting.

Mr. Brown noted that recommendations should contemplate the impact of the Live Local Act.

**STAFF DIRECTION:**

Mr. Johnson requested that staff provide agendas a week in advance of meetings to allow members who were unable to attend a meeting time to provide feedback in advance.

**MOTION to approve remote attendance for the next three meetings. Motion by Elliott Johnson, seconded by Ezra Krieg.**

Ms. Robbins asked that members inform staff if they planned to attend each meeting to ensure the presence of a quorum.

**Upon call for a vote, the motion carried 10-0.**

(CLERK'S NOTE: Jay Boggess left the meeting.)

(CLERK'S NOTE: Item VI.b was taken up at this time.)

**VI.b. Meeting Schedule 2023**

Discussion ensued regarding the CAH meeting schedule.

**MOTION to hold CAH meetings on the third Thursday of the month at 10:30 a.m.  
Motion by Elliott Johnson, seconded by Corey O’Gorman, and carried 9-0.**

**VIII. Member Comments**

**IX. Adjourn**

**MOTION to adjourn. Motion by Corey O’Gorman, seconded by Amy Robbins, and carried 9-0.**

**At 12:06 p.m., the chair declared the meeting adjourned.**