

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

**FEBRUARY 20, 2025**

**THURSDAY  
10:30 A.M**

**100 S. AUSTRALIAN AVE  
WEST PALM BEACH, FL**

**MEMBERS:**

Nicholas Bixler  
Brandon Cabrera  
George "Adam" Campbell  
Lynda Charles  
Shirley Erazo  
William "Elliott" Johnson  
Ezra M. Krieg, Chair  
Tim Kubrick  
Commissioner Bobby Powell  
Amy Robbins, Vice Chair  
Ashley Whidby

**COUNTY STAFF PRESENT:**

Yvette Cueto, Planner II, Housing and Economic Development (HED)  
Dorina Jenkins-Gaskin, Division Director III, HED  
Roslynne Powell, Housing Program Coordinator, HED  
Carlos Serrano, Division Director II, HED  
Malcolm Sommons, County Commission Assistant Chief of Staff I

**WEBEX ATTENDEES:**

Sheila Brown, Community Development Programs Coordinator, HED  
Suzanne Cabrera, President & CEO, Housing Leadership Council  
Andres Defelice, Green Mills Group  
Paulette Edwards, Planner II, HED  
Tammy Fields, Assistant County Administrator  
Greg Gabriel, Pinnacle  
Lesley George, Housing Liaison, HED  
Joyce Grimm, Community Development Programs Specialist, HED  
James T. Houston III  
Sherry Howard, Division Director V, HED  
Michael Howe, Senior Planner, Planning, Zoning and Building Elizabeth Jo Miller,  
Community Development Programs Manager, HED  
Skip Miller, HLC  
Stefania Russell, Community Development Programs Coordinator, HED

ALSO IN ATTENDANCE:

Kerri-Ann Brown, Gulfstream Goodwill Industries  
Francisco Martell, NRP Group  
Marc Wigder, City Council Member, City of Boca Raton  
Bill Zunamon, NRP Group

**I. Call to Order**

The chair called the meeting to order at 10:34 a.m.

**II. Roll Call**

**Present:** Lynda Charles, Elliott Johnson, Ezra Krieg, Tim Kubrick, Amy Robbins, and Ashley Whidby

**Absent:** Nicholas Bixler and Commissioner Powell

**Via Teleconference:** Brandon Cabrera, Adam Campbell, and Shirley Erazo

(CLERK'S NOTE: Nicholas Bixler and Commissioner Powell arrived later.)

**III. Approval of Remote Attendance**

**MOTION to approve remote attendance. Motion by Ashley Whidby, seconded by Amy Robbins, and carried 6-0.**

(CLERK'S NOTE: Nicholas Bixler joined the meeting.)

**IV. Approval of Agenda**

**MOTION to adopt the agenda. Motion by Lynda Charles, seconded by Amy Robbins, and carried 10-0.**

**V. Approval of Minutes (January)**

**MOTION to approve the minutes. Motion by Amy Robbins, seconded by Elliott Johnson, and carried 10-0.**

**VI. Old Business**

**a. Update 2024 Recommendations / LHAP Amendment**

Mr. Serrano reported that the 2024 incentive recommendations had been presented to the Board of County Commissioners (BCC) on February 11<sup>th</sup> in the form of a Local Housing Assistance Plan (LHAP) amendment. He stated that the BCC supported allowing separate electrical meters in accessory dwelling units (ADUs) and had directed

staff to proceed with amending the ULDC accordingly. The BCC had also directed Planning, Zoning, and Building staff to come back with a workshop dedicated to ADUs.

In response to questions from the members, Mr. Serrano explained that the Board did not support suspending or waiving TDR fees because those funds were utilized to support the natural areas management program.

Mr. Serrano continued with a discussion of the CAH's recommendation that reduced parking requirements be offered by right for certain projects instead of through a Type 2 waiver process. He noted that the BCC was opposed to offering parking waivers and flexible zoning allowances by right and preferred to consider requests on a case-by-case basis. Finally, he stated that he would continue to share any developments regarding ADUs and parking requirements with the CAH.

Responding to a request from Mr. Krieg, Mr. Serrano agreed to distribute the Florida International University housing study to the members.

**b. LHAP 2025-2028**

Ms. Powell delivered a slide presentation outlining the details of the proposed 2025-2028 LHAP. She explained that the Florida Housing Finance Corporation required the County to have a plan approved every three fiscal years beginning July 1<sup>st</sup>.

(CLERK'S NOTE: Commissioner Powell joined the meeting.)

Ms. Powell and Ms. Jenkins-Gaskin responded to questions from the members.

**c. Mid-Lease Rent Increase**

Mr. Krieg stated that he had included a letter in the meeting packet, addressed to State Senator Mack Bernard and State Representative Debra Tendrich, that expressed the CAH's support for legislation that would prohibit mid-lease rent increases for housing units funded through State affordable housing assistance programs.

Discussion ensued regarding the rationale for mid-lease rent increases. Mr. Zunamon of the NRP Group explained that the purpose of the rent increases was to help offset expenses.

**MOTION to approve sending the letter to State Senator Mack Bernard and State Representative Debra Tendrich. Motion by Elliott Johnson, seconded by Ashley Whidby, and carried 11-0.**

**VII. New Business**

**Accessory Dwelling Units**

Mr. Krieg invited Commissioner Powell to expand on the BCC's position regarding ADUs.

Commissioner Powell stated that the Board supported allowing separate meters for ADUs and wanted to explore the general topic of ADUs more thoroughly at a workshop. He also said that he would be attending a community meeting in Westgate that evening to discuss cottage homes.

Commissioner Powell discussed the importance of considering a variety of alternatives to provide additional housing options. He noted that he was not aware of any developments regarding the proposed purchase of the La Quinta property. He also said that some commissioners did not support the construction of cottage homes in their districts.

Discussion ensued regarding the viability of certain cottage home proposals, and Mr. Krieg spoke about a project in Delray Beach.

Commissioner Powell expressed concern about housing families in developments with shared common areas.

Ms. Charles spoke about the challenges of co-living arrangements.

Mr. Johnson discussed the importance of design in creating viable small homes.

Mr. Krieg proposed that the CAH postpone addressing the ADU item until the BCC conducted its workshop. He also suggested that the members attend the workshop if possible.

Mr. Krieg stated that he had sent the members a document that detailed strategies being considered by the City of Delray to accommodate ADUs. He requested that everyone review the document.

Ms. Charles noted that the City of Lake Worth was also exploring the issue.

In response to a question posed by Ms. Charles, Ms. Robbins discussed financing considerations for ADUs.

The members agreed to postpone the discussion of ADUs and to attend the BCC workshop if possible.

## **VIII. Member Comments**

Mr. Krieg solicited comments from the members.

Mr. Johnson requested that Mr. Miller be allowed to address the CAH regarding the Housing Plan.

Mr. Miller stated that he was the chair of the Housing Steering Committee. He explained that the BCC had endorsed the plan, and he stated that the CAH could be the vehicle for implementing the action items within the plan.

Mr. Krieg proposed that an item be included on a future meeting agenda. He requested that Mr. Miller and the Housing Steering Committee provide a document detailing what issues the CAH should consider.

Mr. Miller agreed to send an analysis, and Mr. Krieg asked Mr. Miller to include specific suggestions about what items the CAH should add to its recommendations based on the plan.

Ms. Fields inquired about the status of efforts to implement aspects of the plan within municipalities.

Mr. Miller responded that Riviera Beach had adopted its own action plan. He also stated that Ms. Cabrera had been working with mid-county municipalities regarding the plan.

Mr. Johnson discussed the possibility of coordinating with other AHACs regarding the housing plan.

Discussion ensued regarding the March meeting.

**MOTION to cancel the March CAH meeting. Motion by Elliott Johnson, seconded by Amy Robbins, and carried 11-0.**

Mr. Serrano stated that the AHACs could be invited to the April meeting.

## **IX. Adjourn**

**MOTION to adjourn. Motion by Ashley Whidby, seconded by Tim Kubrick, and carried 11-0.**

**At 11:56 a.m., the chair declared the meeting adjourned.**