



## **Brevard County Affordable Housing Advisory Committee Regular Meeting Minutes**

**4:30 PM Thursday, May 23, 2024**

**County Government Center, Florida Room, Building C, Viera, FL**

**COMMITTEE CHAIR:** Corey Lancaster

**MEMBERS PRESENT:** Corey Lancaster, Josh Thompson, Robert Klimkowski, Cynthia Matthews, John Hopengarten

**MEMBER'S ABSENT:** Brenda Burton, Rita Pritchett

**BREVARD COUNTY STAFF:** Linda Graham, Natasha Jones, Cindy Short, Alan Woolwich, Brian Breslin

**CITIZENS:** Rowan Barnes, Dan Coakley, Frank Pitt

### **Summary Minutes**

**Call to Order/Introductions:** Meeting called to order at 4:30 PM by Chair, Corey Lancaster

**Meeting Minutes: March 21, 2024.** A motion to approve was made by Josh Thompson, second by Cynthia Matthews, motion approved unanimously.

**Election of Affordable Housing Advisory Committee (AHAC) Officers 2024:** Chair, Vice-Chair. A motion to table was made by John Hopengarten, second by Robert Klimkowski. Discussion on the motion by the Committee on member term limits and committee vacancies, motion approved 4-1.

**New Business:**

**Open Public Meeting:**

**Public Meeting - The Brevard County Fiscal Year 2024-2025 Annual Action Plan, the 2023-2024 HOME Investment Partnerships Program (HOME) Consortium & Community Development Block Grant (CDBG) Consolidated Annual Performance & Evaluation Report (CAPER), and the proposed fiscal year 2024-2025 funding priorities.**

Cindy Short presented a report summary that provided information on the Brevard County CAPER For Years 2022 to 2023. She stated that the CAPER summarizes the

expenditures, accomplishments and progress made through use of entitlement funds allocated from the U.S. Department of Housing and Urban Development for fiscal year 2022 - 2023. The proposed goals objectives and outcomes were to improve access to affordable housing both rental and homeownership; improve the quality of owner-occupied housing through rehabilitation programs; increase Community Housing Development Organization (CHDO) capacity; conduct fair housing education and testing; increase the availability of community development through safer living environments and public service programs. The accomplishments for the Brevard County HOME Investment Partnerships Program Consortium (Brevard County, Cocoa, Melbourne, Palm Bay, and Titusville), included 2 Purchase Assistance units, 6 Owner Occupied Rehabilitation units and 2 Rental units. The County has several other public facility and infrastructure improvement projects underway. There were also 1980 unduplicated clients served through various public service activities. The expenditures for CDBG projects in the program year was \$1,970,415. The expenditures for CDBG HOME projects in the program year was \$1,480,615. The allocation amounts for fiscal year 2024-2025 are projected to be \$1,386,307 in CDBG funds and \$1,082,067 in CDBG HOME funds. There were no public comments received on the CAPER report.

### **Public Meeting Closed.**

**The Brevard County 2024 Local Government Contribution Request for Proposals (RFP) application process. Applications distribution to committee for review.** Alan Woolwich went over the RFP process to date and stated that 3 applications have been received for review. He also reviewed the application scoring process and draft scoring sheets for use by the Committee. The applications are available in binders and will be distributed at the end of the meeting. The Committee discussed the timing of the RFP review process and after discussion agreed to change the next Affordable Housing Advisory Committee (AHAC) Meeting date to June 13, 2024, from June 20, 2024.

### **Staff Reports:**

**Construction Projects:** Brian Breslin provided an updated staff report on the Hope Hammock Rental Housing Project Phase II in Titusville with Community of Hope.

**Incentive Strategies:** Alan Woolwich provided a brief report on the progress of potential accessory dwelling unit applications in the County Code and the current Brevard County Comprehensive Plan EAR Process and the Housing Element.

**Live Local Act:** Alan Woolwich reported on changes to the Live Local Act (LLA) in 2024 and that the County anticipates updating the local policy for development applications seeking to apply provisions of the Act.

**Request for Proposals:** Linda Graham shared that staff is working on the Request for Proposal (RFP) for the County owned properties on Houston Lane at Merritt Island. There are 14 parcels that will be included for both rental and ownership opportunities.

**Housing Summit:** Linda Graham reported on the 2<sup>nd</sup> Annual Housing Summit that will be held in Cocoa on Friday, May 31, 2024. Four AHAC Members shared that they

would be attending. John Hopengarten inquired about also holding a future workshop on affordable housing with developers and builders. Linda Graham said that staff would discuss the possibility with Director Ian Golden.

Dan Coakley of the PMG Group in Miami, FL shared on the timing and challenges of the competitive Florida Housing Finance Corporation RFA process and Local Government Contribution RFPs. Shared that presentations to the AHAC Committee by applicants before scoring and ranking would be helpful along with an earlier proposal review meeting date.

A motion to adjourn the regular meeting was made by Cynthia Matthews, second by Josh Thompson, approved unanimously. The meeting adjourned at 5:43 PM.

**Next Meeting Scheduled:** Thursday, June 13, 2024, 4:30 PM, Florida Room, Third Floor, Building C, Brevard County Government Center, Viera, FL 32940.

/s/ Corey Lancaster  
Chairman

Date: 06/13/2024