



Islamorada, Village of Islands

WORKFORCE AFFORDABLE HOUSING CITIZENS ADVISORY COUNCIL

October 21, 2024 - 5:00 PM

Administrative & Public Safety Headquarters
3rd Floor Conference Room and Zoom Communications
86800 Overseas Highway Islamorada, FL 33036

The Workforce Affordable Housing Citizens Advisory Council has resumed the in-person regular meeting format. Virtual participation is still available to the public. Please see the last page of the agenda for participation details.

AGENDA

I. CALL TO ORDER / ROLL CALL

II. ADDITIONS AND / OR DELETIONS TO THE AGENDA

III. PUBLIC COMMENT

IV. AGENDA ITEMS

- A.** Approval of September 16, 2024, meeting minutes
Approve Minutes

V. OLD BUSINESS

VI. STAFF UPDATE

VII. ACTION ITEMS LIST

(A running list of items that the committee would like to work on in the future) A. Status of Compliance Monitoring Initiatives B. Process for accessing affordable housing funds. C. Code Enforcement fines and vacation rental license fees into affordable housing trust funds.

- A.** Status of compliance monitoring initiatives
- B.** Process for accessing affordable housing funds
- C.** Code enforcement fines and vacation rental license fees into affordable housing trust funds
- D.** Don Horton's 300 Affordable Plan

VIII. ADJOURNMENT

Options for Viewing the Workforce Affordable Housing Meeting:

If watching online via Zoom: Open the Zoom webinar link:

<https://us06web.zoom.us/j/98771999589> and follow the prompts to join the webinar.

Option 1: Email your comments.

1. Public comment should be submitted via email to: anita.muxo@islamorada.fl.us
2. The email should contain "Public Comment" in the subject line.
3. The name and address of the submitter shall be included in the email.
4. Public comment should be submitted by 9 a.m. the day of the meeting. Public comment will be sent to the committee members for consideration prior to the meeting. Public comments will not be read during the meeting.

Option 2: Call in During the Meeting.

If phoning in, dial 305-224-1968 and enter the webinar ID: **987 7199 9589** followed by #. When public comment opens pertaining to the agenda item you are interested in dial *9 to be recognized by the Zoom meeting monitor.

ADA Assistance:

These meetings are open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the ADA Coordinator at (305) 664-6448 or by email at ADA@islamorada.fl.us at least 48 hours before the scheduled meeting



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MINUTES

I. CALL TO ORDER / ROLL CALL

The meeting was called to order by the Chair, Paige Presnell, at 5:01 pm. Present were Board member, Keith Douglas, Vice Chair Don Horton, Board member, Greg Dully, and board member Lindsay Fast. Also in attendance were Planning Director, Jennifer DeBoisbriand, Planning and Zoning Technician, Anita Muxo, Recording Secretary, Kim Harrington, and Village Consultant, Rebecca Jetton. Absent / excused was Susan Walker.

II. ADDITIONS AND / OR DELETIONS TO THE AGENDA

None.

III. PUBLIC COMMENT

None.

IV. AGENDA ITEMS

A. Approval of the July 15, 2024 meeting minutes.

Vice Chair Don Horton made a motion to approve the minutes of the July 15th, 2024 meeting. Chair Paige Presnell seconded the motion. All ayes and the motion passed 5 - 0.

B. Review of Don Horton's 300 Affordable Plan.

Vice Chair Don Horton said that the plan was approved and that Planning Director, Jennifer DeBoisbriand, was to review the plan. He asked her if she found it acceptable. Jennifer said that she has not had a lot of time to digest it yet due to a staffing shortage, but that she will incorporate it with the Village Council Affordable Housing Plan discussions. Vice Chair Don Horton asked Jennifer if the plan must go through her or if there is a Planning Consultant that can work on it. Planning Director Jennifer DeBoisbriand said that with BPAS allocations, she doesn't want to just hand it off to a consultant at this point. Board member Lindsay Fast said that since October is the last meeting with the current Village Council, maybe it would be wise to table the plan discussion until November, when the new Village Council is seated. Chair Paige Presnell asked Planning Director Jennifer DeBoisbriand if she could review the plan sooner or if she needed to wait until after the new Village Council is seated. Jennifer said that Affordable Housing analysis with the Village Council is set for *after* all the

research is complete in February 2025. Lindsay asked if this committee, the Workforce / Affordable Housing Advisory Committee, could at least present this plan at Village Council Workshop just to get public input. Planning Director, Jennifer DeBoisbriand, said that yes, this committee can very likely present the plan at a workshop and that there is a Village Council member who serves as liaison to the Workforce / Affordable Housing Citizen's Advisory Committee. Vice Chair Don Horton said that he would like to see more participation from the WAHCAC liaison on the Village Council. Chair Paige Presnell suggested that this Action Item stay on Action Items for the next agenda to make sure that it advances. Planning Director, Jennifer DeBoisbriand, agreed.

C. Affordable Housing Mitigation Fees Form

Committee Chair Paige Presnell asked what we are trying to do with the Affordable Housing Mitigation Fees form. Vice Chair, Don Horton said he likes the Monroe County version of the form because the Village of Islamorada form fees are calculated at a much lower rate than the county format. He went on to say that when you are on the live document online, and you type in the square footage, it populates the fee amount based on the square footage. He added that he isn't sure if it is easier or not because you still have to determine the category. Discussion ensued regarding whether fees were collected or not for re-development at Holiday Isle. Vice Chair Don Horton stated that he thinks we are missing the boat on a lot of Affordable Housing mitigation fees. Planning Director, Jennifer DeBoisbriand, said that Chief Building Official, Sheila Denoncourt, is working on a fee study for the Building Department's fees, and that she would like to check the Planning Department's fees as well. Vice Chair Don Horton said he would also like to look into when we should charge fees and when we should not charge fees, and he cited an example from Key West where they charge \$1,000.00 (one thousand dollars) per square foot, adding that he believes we should be charging more. Chair Paige Presnell said that our Plan of Action is to do the study, and present it to the Village Council, using Sheila Denoncourt, Chief Building Official, or if she's unavailable, then use a consultant to prepare and then present it to the Village Council.

V. OLD BUSINESS

None.

VI. STAFF UPDATE

None.

VII. ACTION ITEMS LIST

(A running list of items that the committee would like to work on in the future)

A. Status of Compliance Monitoring Initiatives

Vice Chair, Don Horton asked what we are doing about talking with the attorney regarding people who are not complying with the Affordable Housing income requirements. Planning Director, Jennifer DeBoisbriand, said that the only current action that can be taken is legal action. She added that we can work on fines or procedures with the Village Council and determine what to do about violations and that out of 82 Affordable Housing property owners only 27 have responded to the letters that the Planning Department sent out. Planning Director, Jennifer, said that letters of second notice are going out soon. Vice Chair, Don Horton, asked if the owners are required to submit tax documents as backup in response to the

letters. Jennifer said that two of the owners sent in back up documents concerning income, but that the rest certified their statements regarding income in the document and that none were in violation as per what they attested to. Vice Chair, Don Horton, asked what we can do to add "teeth" to income rules for those out of compliance and Planning Director, Jennifer DeBoisbriand, said that we can look at the language of the code and beef up our ability to enforce it upon Village Council approval. Board member, Lindsay Fast, asked if we can look into how Monroe County enforces their Affordable Housing Code Violations with regard to income requirements, and Planning and Zoning Technician, Anita Muxo, answered that the County also has no mechanism in place to enforce it. Vice Chair, Don Horton, said that those permitted in the past must stay in compliance and Planning Director, Jennifer DeBoisbriand answered that yes, absolutely, they must, and that she will send out second notices and work with the Village Council to strengthen our ability to enforce the income requirement rules. Discussion ensued regarding Early Evacuation Affordable Housing numbers and predictions regarding public potential sentiments if particular Affordable Housing sites were to be planned.

B. Process for accessing affordable housing funds.

Village Consultant, Rebecca Jetton, said that if we get a viable Affordable Housing project, she thinks she can reach out to the Tourist Development Council (TDC) for funds now with Christine Hurley in charge, because Christine is a huge advocate for Affordable Housing.

C. Code enforcement fines and vacation rental license fees into affordable housing trust funds.

None.

VIII. ADJOURNMENT

The next Workforce / Affordable Housing Citizens Advisory Committee meeting will be held on October 21, 2024.

Board member, Lindsay Fast motioned to adjourn at 6:04 PM. Chair, Paige Presnell, seconded the motion and the motion passed.