



Islamorada, Village of Islands

WORKFORCE AFFORDABLE HOUSING CITIZENS ADVISORY COUNCIL

June 16, 2025 - 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. PUBLIC COMMENT**
- III. AGENDA ITEMS**
 - A. Welcome New Members/Introductions
 - B. Elect Chair & Vice Chair
 - C. Approval of February 24, 2025 Meeting Minutes
 - D. Planning Director Review of Previous Committee Work
 - E. Discuss Work Plan For Upcoming Year
- IV. STAFF UPDATE**
- V. ACTION ITEMS LIST**
(A running list of items that the committee would like to work on in the future)
- VI. 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.

[PUBLIC PARTICIPATION]

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

[VERBATIM_RECORD]



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MINUTES

I. CALL TO ORDER / ROLL CALL

The meeting was called to order by the Chair, Paige Presnell, at 5:03 pm. Present were WAHCAC member, Keith Douglas, WAHCAC member, Greg Dully, and WAHCAC Chair, Paige Presnell. Also in attendance were Planning Director, Jennifer DeBoisbriand, and Recording Secretary, Kim Harrington. Absent / excused was WAHCAC member, Lindsay Fast.

II. ADDITIONS AND / OR DELETIONS TO THE AGENDA

Keith Douglas, WAHCAC member, requested that we also acknowledge Susan Walker's service to the WAHCAC. (Susan Walker resigned just before this February meeting, so it was not on the agenda)

III. PUBLIC COMMENT

None.

IV. AGENDA ITEMS

A. Approval of September 16, 2024, Meeting Minutes

Chair, Paige Presnell, motioned to approve the minutes from the last meeting. WAHCAC member, Keith Douglas, seconded the motion and the motion passed unopposed.

B. Acknowledge the service of Don Horton

Paige Presnell, Chair, asked Jennifer DeBoisbriand, Planning Director, how we would acknowledge the service of past members, Don Horton and Susan Walker. Jennifer replied that staff would draft a letter for each of them, have Paige sign, then send out.

C. Election of Vice Chair

The Workforce Affordable Housing Citizens' Advisory Council Members in attendance decided to table the election of Vice Chair until the next meeting as a courtesy to Lindsay Fast, WAHCAC member, who was stuck in the unusually heavy FCAA pipeline construction traffic that never cleared in time for her to reach the meeting at all.

V. OLD BUSINESS

Jennifer DeBoisbriand said that we don't have old business on the agenda, but that there were a few items she'd like to address. One was a review of Sunshine Law. She reminded members that they can converse socially outside a publicly noticed meeting, but that all members should avoid any conversation, email, or any communication at all regarding the WAHCAC agenda or WAHCAC business.

The next item of old business Jennifer addressed was the removal of the Action Items from the agenda. She went over her reasons for removing each action item in detail. All members agreed, and it was understood that the Review of the Affordable Plan would stay on the Action Item list going forward for the foreseeable future.

VI. STAFF UPDATE

Jennifer DeBoisbriand, Planning Director, said that she and Sheila Denoncourt, Chief Building Official, are working on the *fee study* to update all of our fees, as was already discussed on the previous agenda. The study looks at all fees, including mitigation fees. Paige asked if we would go through a consultant to complete the study and Jennifer replied that we are trying to do as much in-house as we can.

She also said that we are in the process of moving forward with *compliance monitoring*. The second mailing went out, and we are collecting replies, but in a holding pattern until it goes back on the WAHCAC agenda after tax returns are complete and participants can provide their income tax returns or certify their income for 2024.

Jennifer DeBoisbriand said that Don Horton recently met with some owners of private properties that may be for sale that may want to do affordable housing. She believes they will want to meet with her next to discuss the possibility. She said that if that meeting happens she will keep the WAHCAC updated. Paige Presnell, Chair, said that he is very interested in this potential development and how the numbers work. Jennifer said the initial meeting to discuss it will most likely be toward the end of March if it happens.

VII. ACTION ITEMS LIST

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

A. Review of Workforce Affordable Housing Plan

The Chair, Paige Presnell, asked Planning Director, Jennifer DeBoisbriand, if she had found time to digest the Workforce Affordable Housing Plan (formerly called the Don Horton 300 Affordable Plan). Jennifer said that with BPAS, the Holidays, and now the Comprehensive Plan update, she has not had time. She added that she is now able to *schedule* her time better since BPAS is a little more resolved, and now that a lot of the Comp Plan has been handed over to the consultants, her role has shifted to mostly assisting them. She also said that she will be speaking with the Village Council about all the items that the previous Village Council had requested staff to work on (Affordable Housing analysis), so she believes gauging the Village Council's priorities will be helpful as well, and she expects to come back with some good ideas. Chair, Paige Presnell, asked Jennifer when the Village Council Liaison to the WAHCAC would be appointed. Jennifer said she believes it will be on the agenda for the March 18 Village Council Meeting. She added that the Mayor will be appointing all committee liaisons. The committees cannot choose their liaison, but Village Council members do get to put in their preference for which committee they'd prefer to be the liaison for.

VIII. ADJOURNMENT

Paige Presnell motioned to adjourn at 6:00 pm. Keith Douglas seconded the motion and the motion passed unopposed.

Kim Harrington, Recording Secretary (DATE)

Paige Presnell, Chairman (DATE)