

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

**August 4, 2021**

**WEDNESDAY  
10:36 A.M.**

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

**I. CALL TO ORDER**

**II. ROLL CALL**

**MEMBERS:**

Commissioner Mack Bernard– via Webex  
John-Anthony Bogess – Absent  
George “Adam” Campbell  
Timothy Coppage  
Corey O’Gorman  
William Elliot Johnson- via Webex  
Ezra M. Krieg- via Webex  
Amy Robbins- arrived later  
Aquanette Thomas- via Webex  
Leonard “Len” A. Tylka  
Lynda Charles

**STAFF:**

Jonathan Brown, Director, Housing and Economic Sustainability (HES)  
Sheila Brown, Planner II, Housing and Economic Sustainability (HES)  
Carlos Serrano, Director of Strategic Planning and Operations,  
Dorina Jenkins-Gaskin, Mortgage and Housing Assistance Manager, HES

**ADMINISTRATIVE STAFF:**

Danielle Freeman, Deputy Clerk, Clerk & Comptroller’s Office

**III. APPROVAL OF AGENDA**

**MOTION to approve the agenda. Motion by Corey O’Gorman, seconded by Ezra Krieg, and carried 8-0. John-Anthony Bogess absent and Amy Robbins.**

**IV. APPROVAL OF MINUTES**

Carlos Serrano, Director of Strategic Planning and Operations, HES, said that the minutes from the previous meeting were ready, but aside from those the committee's minutes were current.

## **V. OLD BUSINESS**

Elliot Johnson created a document summary on the incentives and other members would be able to review and add their notes for further discussion. He added he hoped the document would create more efficiencies in the process when reviewing items for meetings.

Len Tylka asked Mr. Johnson to clarify his notes for discussion purposes.

Mr. Johnson gave an overview of the document which included a summary of the incentives discussed at the previous meeting and new ideas could be added to the document.

(CLERK'S NOTE: Amy Robbins joined the meeting at this time).

Discussion ensued on the incentives, the maintenance of the notes document, committee member adding additional notes, and exchanging of notes among members.

### **V.a. CAH Steering Document for Incentives Review**

Mr. Tylka requested that all committee members review the document and add their ideas for later discussion.

### **V.b. Draft Annual Incentives Review and Recommendation Report**

Discussion ensued about the incentives and the status of consideration from the County and the following points were made:

- Planning, Building and Zoning would put together a Planned Preventative Maintenance (PPM).
- The PPM was being finalized and the intention was to have it ready within the year.
- Submitting a general recommendation requesting the creation of an Affordable Housing Coordinator position.
- Appointing a staff member in each department or in the county administration office as the coordinator.
- Recommending that the County review their fee structure to continue efforts in improving workforce housing and affordable housing.

Discussion continued regarding working with the County on creating a position that served in assisting with the processes, and reviewing the expedited process and permit applications.

Mr. Tylka stated that they would continue working on the future recommendations and further discussion would continue at the next Affordable Housing meeting.

**V.c. Schedule through December 2021**

Mr. Tylka stated the schedule for the future meetings was good. Additionally, he reiterated that everyone was required to submit their ideas to Carlos Serrano after reviewing the incentives document.

**VI. NEW BUSINESS-** None

**VII. MEMBER COMMENTS-** None

**VIII. ADJOURNMENT**

**MOTION to adjourn. Motion by George Campbell, seconded by William Johnson, and carried 9-0. John-Anthony Bogess absent.**

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

APPROVED: