

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

**JANUARY 16, 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:**

Jonathan Brown, Director II, Housing and Economic Development (HED)  
Yvette Cueto, Planner II, HED  
Daniel Duenas, Planner II, Parks and Recreation  
Robert Hamilton, Division Director I, Parks and Recreation  
Dorina Jenkins-Gaskin, Division Director III, 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 (HLC)  
Paulette Edwards, Planner II, HED  
Lesley George, Housing Liaison, HED  
Joyce Grimm, Community Development Programs Specialist, HED  
Michael Howe, Senior Planner, Planning, Zoning and Building  
Sherry Howard, Division Director V, HED  
Elizabeth Jo Miller, Community Development Programs Manager, HED  
Skip Miller, HLC  
Roslynne Powell, Housing Program Coordinator, HED  
Stefania Russell, Community Development Programs Coordinator, HED  
Thuy Shutt, Division Director V, Planning Zoning and Building  
Blaise Uriarte, Founder, Uriarte Real Estate LLC

**ALSO IN ATTENDANCE:**

Fanny Cannizzaro, Atelier Cannizzaro

Marc Wigder, City Council Member, City of Boca Raton

**I. Call to Order**

The chair called the meeting to order at 10:41 a.m.

**II. Roll Call**

**Present:** Nicholas Bixler, Brandon Cabrera, Lynda Charles, Elliott Johnson, Ezra Krieg, and Amy Robbins

**Absent:** Shirley Erazo, Tim Kubrick, and Commissioner Powell

**Via Teleconference:** Adam Campbell and Ashley Whidby

**III. Approval of Remote Attendance**

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

**IV. Approval of Agenda**

**MOTION to adopt the agenda. Motion by Brandon Cabrera, seconded by Amy Robbins, and carried 8-0.**

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

**MOTION to approve the minutes. Motion by Elliott Johnson, seconded by Brandon Cabrera, and carried 8-0.**

**VI. Old Business**

**a. LHAP Amendment**

Mr. Serrano reported that the 2024 incentives recommendations had been reviewed by the staff in the form of an amendment and that the LHAP amendment would be brought before the Board of County Commissioners (BCC) on February 11th.

(CLERK'S NOTE: A second roll call was conducted, and the motions were taken up at this time.)

Mr. Krieg encouraged the members of the CAH to attend the February 11th BCC meeting.

**b. SHIP Report**

Mr. Serrano stated that a five-year report on the utilization of funding had been created. He also provided details about the information covered in the report.

Ms. Jenkins-Gaskin provided an overview of the SHIP program.

Discussion ensued regarding the SHIP program.

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

Ms. Robbins and Commissioner Powell inquired about foreclosure prevention.

Ms. Jenkins-Gaskin explained that it was possible to pay for up to three months of a tenant's mortgage and that they would become income certified for the assistance.

Ms. Charles explained that many foreclosures had occurred over the past year, and discussion ensued.

Mr. Johnson inquired about actions that could be taken to improve the situation forbearance and foreclosures.

Mr. Brown explained that, due to increased costs and insurance, more money would be required to make improvements.

Mr. Bixler spoke about the allocation of SHIP funds.

Mr. Serrano discussed new construction projects that had been completed in 2024. He explained that funding was provided to the developer through financing.

Mr. Brown stated that SHIP was one of the available funding sources and was to be used for preservation.

Discussion continued.

Ms. Jenkins-Gaskin stated that staff were reviewing the current strategies that were in place.

Mr. Krieg requested a written notification of the strategies that would be presented to the commission.

Ms. Charles proposed holding a conversation with developers in the future.

Mr. Johnson spoke about the difficulties of finding parcels suitable for building.

Mr. Krieg proposed postponing the discussion to a later date and having a solution-based discussion.

**c. 2025 Meeting Dates**

Mr. Krieg explained that he would not be able to attend the March 20th CAH meeting and inquired about the possibility of vice chair Amy Robbins chairing the meeting. Mr. Krieg also proposed changing the meeting venue for the May 15th meeting.

Discussion ensued regarding future meetings and locations.

**VII. New Business**

**a. Recreation and Open Space Requirements Presentation**

Mr. Hamilton and Daniel delivered a presentation about park development and the ULDC.

Commissioner Powell inquired about the benefits of the cashout option for developers who were unable to meet recreation requirements.

Mr. Hamilton explained the purpose of the cashout option.

Mr. Krieg asked if the cashout option was always available or if it was only available in certain circumstances.

Discussion ensued.

Mr. Hamilton continued the presentation.

Mr. Johnson inquired about mixed-use development and the percentage of recreational space inclusion.

Mr. Hamilton explained that the numbers shown in the presentation had not yet been decided and were subject to change.

Discussion ensued regarding changes to the code.

Commissioner Powell spoke about the Comprehensive Plan.

Ms. Charles spoke about the possibility of a dual approach.

Mr. Johnson stated that the inclusion of recreational space in certain projects could add to the potential difficulty of the projects.

Mr. Bixler asked if the commission could be notified of when the presentation would come before the BCC.

Mr. Johnson inquired about the trends for public park usage.

Mr. Hamilton stated that work was being done to utilize software to track the number of people using parks to ascertain the amount of demand for parks.

Mr. Krieg asked if any future use properties were currently in the County's possession.

Mr. Hamilton stated that there was a land bank, and some properties were being held across the county.

In response to a further question from Mr. Krieg, Mr. Hamilton stated that conceptual plans were in place for the properties being held by the County.

**PUBLIC COMMENT:** Blaise Uriarte

Mr. Uriarte inquired about the Section 8 voucher program and inquired which authorities should be contacted regarding late rent payments.

**VIII. Member Comments**

Mr. Cabrera thanked Mr. Hamilton and Mr. Duenas for their presentation and expressed an interest in exploring options to minimize developments.

Discussion ensued.

Mr. Serrano distributed copies of the SHIP report to the commission.

Mr. Wigder introduced himself.

**IX. Adjourn**

**MOTION to adjourn. Motion by Lynda Charles, seconded by Amy Robbins, and carried 9-0.**

**At 11:58 a.m., the chair declared the meeting adjourned.**