

**Leon County
Affordable Housing Advisory Committee
October 14, 2024
Meeting Minutes**

MEMBERS PRESENT: Commissioner Nick Maddox
Lawrence Tobe
Oral Payne
Rachel Stevens
Madelon Horwich
Tee Thompson

MEMBERS ABSENT: Sean Morgan
Trina Searcy
Bruce Strouble
Will Shepherd

STAFF PRESENT: Abigail Thomas, Director, Human Services & Community Partnerships
Jelani Marks, Housing Services Manager
May Swartz, Assistant County Attorney
Chelisa Kirkland, Affordable Housing Coordinator

PUBLIC PRESENT: None

Item # I. Call to Order

The meeting was called to order 9:23 a.m. by Chair Lawrence Tobe.

Item # II. Roll Call

Mr. Marks proceeded with roll call. Quorum was not initially met. Members agreed to revise the order of the meeting and skip to introduction of new AHAC members until a quorum had been met. (Commissioner Maddox arrived at 9:28 a.m.).

Item # III. Introduction of New AHAC Members

Mr. Marks provided an overview of the responsibilities and makeup of the AHAC and introduced the recently appointed AHAC member, Tee Thompson. Mr. Marks also provided information on how SHIP funds are allocated.

With the arrival of Commissioner Maddox at 9:28 a.m., Mr. Marks confirmed quorum.

The current AHAC members introduced themselves to Ms. Thompson.

Mr. Marks then proceeded to introduce County staff.

Item # IV. Introduction of Abigail Thomas, Human Services and Community Partnerships Director

Mr. Marks introduced Abigail Thomas, recently promoted Director of the Office of Human Services and Community Partnerships.

Item #V. Approval of October 14, 2024, Agenda

Ms. Horwich moved to approve the agenda, seconded by Ms. Stevens. The motion passed unanimously.

Item #VII. Approval of May 15, 2024, Minutes

Commissioner Maddox moved to approve the May 15, 2024, meeting minutes, seconded by Mr. Payne. The motion passed unanimously.

Items # VII. Announcement of the New AHAC Member Category

Mr. Marks announced that the Board of County Commissioners created a new membership category for AHAC appointment on September 17, 2024, specifically for an individual who currently benefits from a rental housing assistance program (such as the Housing Choice Voucher Program), has benefitted from an affordable homeownership program (such as local or state government income-based purchase assistance or home rehabilitation programs), or experienced an eviction within the last 10 years. The vacant seat on the AHAC will likely be filled in early 2025 with a candidate that meets the new membership qualification. The opportunity to apply will be promoted through the County's website, social media, and the County Link newspaper advertisement. In addition, the County will work in coordination with the Tallahassee Housing Authority, which administers the Housing Choice Voucher Program in the community; Legal Services of North Florida, which assists low-income residents with housing evictions issues; and other local partners to notify citizens about the opportunity to serve on the AHAC.

Item # VIII Finalize 2024 AHAC Recommendations

Mr. Marks delivered a presentation on staff's preliminary recommendations for possible inclusion in the 2024 AHAC Annual Report.

Mr. Marks reviewed the green building and energy saving requirements currently included in the County's SHIP Local Housing Assistance Plan (SHIP-LHAP) and proceeded to provide information and staff recommendations on potential updates proposed by the AHAC throughout the year.

The addition of a blower door test requirement to the LHAP for Home Rehabilitation projects was not recommended by staff due to industry concerns about the practicality of the test on older homes.

Adding a requirement for the use of geothermal HVAC systems in County affordable housing projects to the SHIP-LHAP was not recommended by staff due to the high upfront cost associated with initial installation.

In line with national standards from the U. S. Department of Energy, staff recommended updating the HVAC system requirements in the SHIP-LHAP to include Energy Star-certified HVAC units with a minimum SEER rating of 15 (or 14.3 SEER2).

In addition, Mr. Marks pointed out the recent increase in initial contractor bid amounts for home demolition and reconstruction projects and recommended that the AHAC consider including a recommendation in the 2024 annual report to increase the maximum award for the Home Replacement program from \$300,000 to \$400,000.

The committee voted to accept staff recommendations and directed staff to draft the AHAC's 2024 Annual Report.

Commissioner Maddox moved to accept staff recommendations, seconded by Mr. Payne. The motion passed with one opposed (Ms. Thompson).

Commissioner Maddox requested information on the initial quote amounts for the most recent home replacement projects.

Item # IX. Announcement

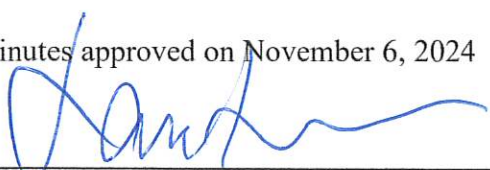
Mr. Marks announced that Leon County Homeownership Development Program received the SHIP New Construction Award at the 2024 Florida Housing Coalition Conference.

Item # X. Adjournment

There being no further business to come before the Committee, Commissioner Maddox moved to adjourn at 10:05 a.m., seconded by Mr. Payne. Passed unanimously.

ATTEST:

Minutes approved on November 6, 2024



Lawrence Tobe, Chair, Affordable Housing Advisory Committee