

**Minutes**  
**Volusia County Affordable Housing Advisory Committee**  
**Emergency Operations Center**  
**3825 Tiger Bay Road, Daytona Beach**  
**Wednesday, May 18, 2022 at 3:00 p.m.**

**Board Members**

Anne Evans, Chair  
D.J. Lebo, Vice-Chair  
Waylan Niece, Secretary  
Mark Billings  
Barb Girtman  
Peggie Hart  
Sue Odena  
Sara Ulrich  
Dawson Walker

**Housing and Grants Administration Staff**

Carmen Hall, Community Assistance Director  
Corry Brown, Special Projects Coordinator  
Andrea Kerr, Assistant County Attorney

**Call to order:** Chair Evans called the meeting to order at 3:04 p.m.

**Roll Call:** Corry Brown called the roll. Dawson Walker was not present. Sue Odena and Barb Girtman were not present at the time of the roll call, but arrived later. Sue Odena arrived at 3:15pm and Barbara Girtman arrived at 3:23pm. Waylan Niece was not able to attend in person, but was participating virtually. A motion was made by D.J. Lebo to allow Mr. Niece to participate virtually. The motion was seconded by Peggie Hart and passed unanimously with five members present. All other members were present and there was a physical quorum.

**Item 1 – Previous Meeting Minutes**

A motion was made by D.J. Lebo to approve the minutes from the April 13, 2022 meeting. The motion was seconded by Peggie Hart and passed unanimously with five members present.

**Item 2 – Affordable Housing Plan**

Carmen Hall, Community Assistance Director, reviewed the Affordable Housing Draft Plan and that had been provided to the AHAC the week prior to review. She asked if there was any feedback or comments that the committee would like to discuss regarding the draft plan. The members had a discussion in regards to formatting, what aspects should be highlighted throughout the plan, and certain topics that could be changed. For formatting, the members agreed that a two page graphic summary was a good idea and that they would like to see it added. The aspects that they believed should be highlighted more thoroughly included Community Land Trusts, a Housing Trust Fund and homeownership.

Sarah Ulrich brought up the topic of homeownership rather than rental housing as the draft plan emphasized rental properties. A discussion ensued and members agreed that the topic could be highlighted more throughout. Some gave feedback to certain action steps and outcomes, saying that some were a stretch in the timeframe. There was also feedback as

to adding specific monetary goals. Chair Anne Evans emphasized trying to be more strategic rather than tactical. D.J. Lebo also pointed out that some of the tenses throughout the plan were not cohesive so that was something she asked staff to look at and revise. Overall, the members stated that they were pleased with the direction of the plan and looked forward to seeing a completed draft. A motion was made by D.J. Lebo to approve the draft as it is knowing that updates would be made. The motion was seconded by Sue Odena and passed unanimously with seven members present. Once the discussion ended, Carmen Hall, explained that the draft plan would be completed and available to the public.

### **Item 3 – AHAC Report – Affordable Housing Incentives Strategies**

Corry Brown, Special Projects Coordinator, gave a presentation on the overview of what the Affordable Housing Incentives Strategies Report is and the roles of the AHAC in completing the report. Chair Evans suggested looking at the Affordable Housing Plan strategies listed to see where they fall in the incentives. Staff was asked to create a document to show how the strategies intersect with the incentives for the next AHAC meeting on June 22, 2022.

### **Item 4 – Meeting Schedule**

Corry Brown, Special Projects Coordinator, discussed the proposed meeting schedule that was provided to the members. Chair Evans suggested adding meetings in July and August. Barb Girtman agreed as she stated that the issue of affordable housing is so critical right now with the public that meetings are needed. The members discussed different weeks to have the meetings and the question came up in regards to whether meetings could be held virtually for members or what the rules were for missing meetings. Andrea Kerr, Assistance County Attorney, stated that we could only have a virtual meeting if there was a state of emergency as there was previously due to the Covid-19 pandemic, but if a member needed to participate virtually due to an extenuating circumstance, they could do so.


### **Items for staff discussion**

Carmen Hall brought up the public meeting for the draft affordable housing plan to see if the members had preference for date or time. She explained that staff was planning on either the June 15<sup>th</sup> or the 16<sup>th</sup>. There was concern about other county events happening around those dates, it was agreed that staff would take a further look and determine the best date and notify the AHAC. Ms. Hall asked the members about whether an afternoon meeting, likely around 3 p.m. would be best, she noted that the meeting would also be held virtually for the public. Several members stated that they would prefer an evening meeting, 5 p.m. to 7 p.m. as it allows for more of the public to attend as this is a critical topic.

### **Adjournment**

The meeting was adjourned at 4:14 p.m.

Accepted by:

  
\_\_\_\_\_  
Waylan Niece, Secretary

10-12-22  
\_\_\_\_\_  
Date

Anne Evans  
Anne Evans, Chair

4-12-23  
Date