

**ESCAMBIA-PENSACOLA AFFORDABLE HOUSING ADVISORY COMMITTEE
MINUTES OF REGULAR MEETING**

October 5, 2021

A regular meeting of the Escambia-Pensacola Affordable Housing Advisory Committee (AHAC) was scheduled in the Hagler Mason Conference Room 2nd Floor City Hall, 420 W. Chase Street, Pensacola, Florida on October 5, 2021 at 9:00 AM.

Committee members present: Renee Wilhoit, Crystal Scott, John Ralls, Justin Williams, Ed Brown and Council Vice President Ann Hill.

Committee members absent: Lumon May, Escambia County Commissioner, Paul Ritz, Laura Gilmore, Heidi Palmquist, and Cecily Chundriek

Guests present: Melissa Crews, Escambia County Neighborhood Enterprise Division (NED), Tim Evans, Escambia County NED, Clara Long, NHS Department, Escambia County; Audrey Washington, Escambia County District 3 Commissioner's Aide, Dan Lindemann

Staff members present: Meredith Reeves, Neighborhood Enterprise Division Manager, Neighborhood and Human Services Department, Escambia County; Marcie Whitaker, Housing Director, Pensacola Housing Department; Tracy Pickens, Pensacola Housing Department; Demetrius Pettway, Pensacola Housing Department.

1. **Call to Order and Welcome and Roll Call:** The meeting convened at 9:00 am. Chair Crystal Scott recognized there was not sufficient Committee members in attendance at the time of convening to constitute a quorum She proceeded with the information sharing items of the meeting agenda.
2. **Proof of Publication:** Notice of meeting published in the *Pensacola News Journal*. Notice of meeting also published on the City & County websites.
3. **County and City Affordable Housing Incentive Plan Report Overview:** In continuation of September's committee meeting AHAC members reviewed and discussed the following remaining affordable housing incentives: Chair Crystal Scott inquired if these incentives could be utilized by anyone how are they linked to affordable housing. Meredith Reeves clarified that the incentives listed are from Florida Statute, so the AHAC needs to review whether modifications should be made to existing regulations/procedures in order to provide incentives for affordable housing or the AHAC may determine that no changes are needed to existing policies. Marcie Whitaker defines incentives used for the purpose of creating affordable housing are generally deemed so by the funding source used in order to ensure that affordable housing is created.
4. **Board Minutes:** With the arrival of an additional committee member at approximately 9:10 the chair declared the presence of a quorum and called meeting to order. The members reviewed the minutes of the September 7, 2021 meeting. Justin Williams made a motion to accept the minutes; Council Vice President Ann Hill seconded. Motion passed unanimously

The previous discussion of the Affordable Housing Incentive Plan Report continued.

- a. Incentive F: The reduction of parking and setback requirements for affordable housing.
- b. Incentive G: The allowance of flexible lot configuration's, including zero-lot-line configurations for affordable housing
- c. Incentive H: The modification of street requirements for affordable housing. Meredith Reeves gives reason for this incentive as allowing for parking on street by way of modifying road width.

- d. Incentive I: The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.
- e. Incentive J: The preparation of a printed inventory of locally owned public lands suitable for affordable housing development. Crystal Scott asks for more review of this list of inventory, Marcie Whitaker explains the city will be reviewing its list. Ann Hill asks for motion by the committee at next meeting for this inventory to be viewed by committee. Committee members discussed that the County has not made progress in preparation of its list since the last AHAC Report. Discussion centered on County owned lots within the City limits and possible donation to the City for affordable housing use.
- f. Incentive K: The support of development near transportation hubs and major employment centers and mixed-use developments. Ann Hill recommends consideration of bus stops with shelters and other amenities.
- g. Other incentives: Other possible affordable housing incentives were discussed such as lien forgiveness of local government liens for affordable housing development (County), waiving/reductions in permitting fees, as well as a discussion of reaching out to builders to find out what incentives may appeal to them.

- 5. **Old Business:** Committee Chair Crystal Scott asks members for any old business from past meeting anyone would like to discuss. Ann Hill asks to have follow-up from past discussion for addressing the homeless population.
- 6. **New Business:** Meredith Reeves informs the committee that it is nearing the end the term for the current committee members, with a notice that the current committee terms had been extended to December. New applications will be distributed for new three-year terms.
- 7. **PUBLIC COMMENT:** No public comment
- 8. **ANNOUNCEMENT/WRITTEN COMMUNICATIONS:** The next AHAC meeting scheduled for November 9, 2021.

ADJOURNMENT: There being no further business or discussion, the meeting adjourned at 9:55 AM

Approved October 27, 2021

Respectfully submitted by: Demetrius M. Pettway