MEETING MINUTES
SESSION OF THE AFFORDABLE HOUSING ADVISORY COMMITTEE
CITY OF KISSIMMEE
CITY HALL, COMMISSION CHAMBERS
101 CHURCH STREET, KISSIMMEE, FLORIDA 34741-5054
THURSDAY, MAY 15, 2025 AT 10:00 AM

1. MEETING CALLED TO ORDER

Members Present:

Chair Robert Bussiere; Co-Chair Lucie Ghioto; Board Member Will Cooper; Board Member Scott Culp; Board Member Wendy Ford; Board Member Linda Goodwin; Board Member Sue Ring.

Staff Present:

Deputy Attorney Kalanit Oded; City Clerk Tameara Crespo; Board Clerk Eugenio Morales; Omaira Caraballo.

Members Absent:

Board Member Noel Ortiz; Board Member Fatima Santiago; Housing Manager Frances De Jesus.

Chair Robert Bussiere called the meeting to order at 10:00 AM.

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

After a Moment of Silence, Chair Bussiere led the audience in the Pledge of Allegiance.

3. MINUTES

3.A Approval of AHAC Minutes from February 20, 2025

Request AHAC approval of the Minutes from the February 20, 2025, meeting.

Board Member Ford made a motion to approve the Minutes from the February 20, 2025. Board Member Goodwin seconded the motion.

AYE: Chair Bussiere, Co-Chair Ghioto, Board Member Cooper, Board Member Culp, Board Member Ford, Board Member Goodwin.
NAY: None

Motion Passed 6 - 0.

Board Member Sue Ring entered at 10:02 A.M.

4. PUBLIC HEARINGS

5. OLD BUSINESS

6. NEW BUSINESS

6.A Five-Year Consolidated Plan and Annual Action Plan Process

Eugenio Morales provided a presentation, which was attached to the agenda.

Board Member Culp proposed reallocating $177,000 from the HOME Program's new construction rental development to tenant-based rental assistance. Eugenio clarified that the discussion pertained to current allocations and emphasized that future allocations can still be amended as needed.

Board Member Cooper raised concerns regarding the 9.2% of CDBG funds allocated for code enforcement. He questioned why the salary for the Code Officer is paid from the CDBG budget rather than the City's general fund. It was explained that the Code Officer, funded through CDBG, plays a key role in expediting eligible projects by conducting required inspections. A broader discussion followed regarding the necessity of maintaining code enforcement salary within the plan. Board Member Ford inquired whether code enforcement has historically been listed as a separate line item, citing CDBG records dating back to 2005. Chair Bussiere expressed concern that 20% of CDBG funds are being spent on administration, which reduces the proportion of funds that directly benefit community members.

Chair Bussiere proposed scheduling another meeting in June to continue the discussion. Board Member Cooper further recommended that the City consider changing its funding prioritization—suggesting that the current Priority 3 (Code Enforcement, Homeless Facilities, and Housing Activities) be elevated to Priority 1 (Workforce Development, Training Opportunities, and related support services). He also emphasized the need for increased transparency in how priorities and distributions are determined. Chair Bussiere commented that the current use of funds may not represent the most effective allocation.

Board Member Culp made a motion to ask staff to schedule an additional meeting in June, with a specific agenda item to gather details on funding priorities and distribution methods. Co-Chair Ghioto seconded the motion.

AYE: Chair Bussiere, Co-Chair Ghioto, Board Members Cooper, Culp, Ford, Goodwin, and Ring

NAY: None

Motion Passed: 7 - 0

Board Member Ring asked when the board would be able to review the actual funding amounts. Deputy City Attorney Oded responded that the City may receive no allocation from the federal or state government, and therefore, the specific dollar amounts are not currently known. However, the board may continue to discuss funding percentages and allocation breakdowns in preparation.

Board Member Culp made a motion to move item 6.C. in front of item 6.B. Co-Chair Ghioto seconded the motion.

AYE: Chair Bussiere, Co-Chair Ghioto, Board Members Cooper, Culp, Ford, Goodwin, and Ring

NAY: None

Motion Passed: 7 - 0

Deputy City Attorney Oded recommended that the board continue discussion on the resolution at the next meeting. Board Member Culp reviewed recent changes to the resolution, noting that the terms had been amended for length and staggering. He further explained that the current resolution is inconsistent with the SHIP statute regarding membership terms. It was also noted that the current resolution does not include term limits—an issue the board should consider.

Board Member Culp made a motion to draft a revised resolution consistent with the SHIP statute, specifically regarding member terms and staggering, and to bring it back to the board for review and recommendation. Co-Chair Ghioto seconded the motion.

AYE: Chair Bussiere, Co-Chair Ghioto, Board Members Cooper, Culp, Ford, Goodwin, and Ring

NAY: None

Motion Passed: 7 - 0

6.B Sunshine Law Board Training

Deputy City Attorney, Kalanit Oded provided a presentation attached to the agenda.

6.C Review of the Resolution Adopting the AHAC

7. DISCUSSION

7.A Staff Comments and Updates

By consensus of the board, a follow-up meeting was scheduled for Thursday, June 26, 2025 at 10:00 A.M. to continue discussion on Item 6.A, the Five-Year Consolidated Plan and Annual Action Plan Process, and Item 6.C, the Review of the Resolution Adopting the AHAC. City Clerk Crespo confirmed that the agenda for the June 26 meeting will be published on June 23.

8. HEAR CHAIRMAN AND BOARD MEMBERS

Board Members agreed to scheduled a meeting for Thursday, June 26, 2025, at 10:00 a.m. to continue discussion on Items 6.A and 6.B. Staff noted that the agenda for the June 26 meeting will be published on June 23.

9 ADJOURNMENT

. Board Member Ford made a motion to adjourn. Board Member Goodwin seconded the motion.

AYE: Chair Bussiere, Co-Chair Ghioto, Board Member Cooper, Board Member Culp, Board Member Ford, Board Member Ring, Board Member Goodwin.

NAY: None

Motion Passed 7 - 0.

There being no further business to come before the AHAC Board, Chair Bussiere adjourned the meeting at 10:52 AM.

Board Chair

ATTEST:

Board Secretary