

City of Palm Coast, Florida Agenda Item

Agenda Date: September 15, 2026

Agenda Item:
H.1

Department Division	COMMUNITY DEVELOPMENT PLANNING	Amount Org/Account #
Subject:	APPOINT ONE (1) MEMBER TO THE AFFORDABLE HOUSING ADVISORY COMMITTEE	
Presenter:	Community Development	
Attachments:	1. Application (1)	
Background:	In 2009, the City and County entered an Interlocal Agreement regarding The Affordable Housing Advisory Committee. The Agreement states “as vacancies occur, the City and County shall share in the appointment of members to fill those seats.” It is the City of Palm Coast’s opportunity to appoint four members to this Committee. Section 420.9076, Fla. Stat., provides the AHAC guidelines, including the qualifications of the membership. One representative from at least six of the categories below must be met to be appointed: (a) A citizen who is actively engaged in the residential home building industry in connection with affordable housing. (b) A citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing. (c) A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing. (d) A citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing. (e) A citizen who is actively engaged as a for-profit provider of affordable housing. (f) A citizen who is actively engaged as a not-for-profit provider of affordable housing. (g) A citizen who is actively engaged as a real estate professional in connection with affordable housing. (h) A citizen who actively serves on the local planning agency pursuant to s. 163.3174. If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process. (i) A citizen who resides within the jurisdiction of the local governing body making the appointments.	

- (j) A citizen who represents employers within the jurisdiction.
- (k) A citizen who represents essential services personnel, as defined in the local housing assistance plan.

Currently, the board is comprised of the following members:

Members	Role	Category	County/City	Term Expires
Carla Amaral	Residential Home Builder Industry	A	PC	5/20/28
Kim Carney	Elected Official	N/A	FC	N/A
Adolphus Evans	Resident of Local Jurisdiction	I	PC	5/20/28
Charles Gambaro, Jr.	Elected Official	N/A	PC	N/A
Trish Giaccone	Non-Profit Affordable Housing Provider	F	FC	3/4/27
Nicole Graves	Essential Services Personnel	K	FC	12/18/26
Joe	Labor Activity Representative	C	FC	7/22/29
Mindy Melendez	Resident Engage Real Estate Profession	G	PC	9/17/27
Devrie Paradowski	Advocate for Low-Income Persons	D	FC	12/18/26
Sandra Shank	Local Planning Agency	H	PC	10/2/27

One (1) application was received from the resident listed below:

Applicant	Role	Category	County/City
Pam Lauer	A Citizen Engaged in Non-Profit	F	PC

Recommended Action:
APPOINT ONE (1) MEMBER TO THE AFFORDABLE HOUSING ADVISORY COMMITTEE



VOLUNTEER BOARD AND COMMITTEE APPLICATION

Thank you for your interest in serving the City of Palm Coast.

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration of your appointment.

Please be advised that background screening of all applicants is required.

Résumés may be attached.

Please check the Board/Committee/Council for which you are applying:

☐ Beautification & Environmental Advisory Committee *	☐ Planning & Land Development Regulation Board * ** ♣
☐ Code Enforcement Board *	☐ Volunteer Firefighters' Pension Fund Board *
☐ Citizen's Advisory Committee	☐ Bicycle and Pedestrian Advisory Committee
☐ Residential Drainage Citizen Advisory Committee *	☐ Charter Review Committee
☐ Parks & Recreation Advisory Board	
☒ Flagler County Housing Task Force/Affordable Housing Advisory Council: ☐ Citizen from the City of Palm Coast representing essential services personnel ☐ Representative of residential home building industry	

* Appointees must file a Financial Disclosure Form 1 at time of appointment and **ANNUALLY** thereafter with the Florida State Commission on Ethics.

** Appointees will also serve on the Citizens' Advisory Task Force

♣ Requires at least one board member to be appointed from **EACH** City Council District, when possible.

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

RE-APPOINTMENT ☐ Yes ☐ No

1. PERSONAL

Name: PAM LAUER E-mail address: PATRICIA.LAUER@MHP.ORG

Residence Address: 14 PENN MANOR LN District # _____

City: PALM COAST State: FL Zip: 32164

Mailing Address (If Different from Residence): _____

Home Phone: 386-547-7310 Business Phone: 386-274-4441

Date of Birth: 11/6/63 Place of Birth: New Jersey
How long have you been a permanent resident of Palm Coast? 18 YEARS
What year did you become a continuous resident of the City of Palm Coast? 2008

List all places of residence for the last five years.

Address	City & State	From	To
14 PENNMANOR LN	PALM COAST FL	2014	NOW

Are you a registered voter in Flagler County? ☒ Yes ☐ No

Have you ever used, or been known by any other legal name? ☒ Yes ☐ No

If yes, explain: PATRICIA ANN MARIE LAUER

Are you a citizen of the United States? ☒ Yes ☐ No

If no, explain: _____

If you are a naturalized citizen of the United States, date of naturalization: _____

2. EMPLOYMENT HISTORY (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: _____

Occupation: Housing Counselor Current Employer: MID FLORIDA HOUSING

Current Business Address: _____

DAYTONA BEACH FL 32117 386-274-4441

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

Employer & Address	Type of Business	Occupational Title	Period of Employment
MID FLORIDA	NFP	HUD Counselor	2021-present

Have you ever been employed by any state, district, or local governmental agency in Florida? ☐ Yes ☒ No

If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

Position	Employee Agency	Period of Employment
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3. EDUCATION

High School: Cooper City High Year Graduated: 1982
Name & Location

List postsecondary educational institutions or programs attended:

Name & Location	Dates Attended	Certificate/Degrees Received
<u>DAVIE FLORIDA (SCC)</u>	<u>1983-1986</u>	
<u>UOFF</u>	<u>1986-1991</u>	

4. MILITARY SERVICE

Are you or have you ever been a member of the Armed Forces? ☐ Yes ☒ No

Date of Service: _____

Branch or Component: _____

Date and Type of Discharge: _____

5. INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?

Are you currently or have you ever served on any City Volunteer Board or Committee? ☐ Yes ☒ No

If yes, which Board
or Committee? _____

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you
have been a member during the past five (5) years.

Name of Organization(s) _____

6. QUALIFICATIONS FOR APPOINTMENT

State your experiences and interests or elements of your personal history that qualify you for this appointment.

Hub Counselor, lending experience

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this appointment? If yes, list below: ☒ Yes ☐ No

Hud Counselor

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list below: ☐ Yes ☒ No

Have you ever been elected or appointed to any public office? If yes, list below: ☐ Yes ☒ No

Office Title	Date of Election or Appointment	Term of Office	Level of Government
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Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the office or agency to which you have been appointed or are seeking appointment? ☐ Yes ☒ No If yes, explain below:

Name of Business	Relationship to the Business	Business Relationship to Agency
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Have you held or do you hold any occupational or professional licenses(s) in the State of Florida? ☐ Yes ☒ No If yes, provide the information below. If any disciplinary action (fine, probation, suspension, revocation, disbarment, etc.) has been taken against you by the issuing authority, state the type and date of this action.

License/certificate Title & No.	Original Date of Issuance	Issuing Authority	Disciplinary Action/Date
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How do you believe that your education, experience, talents and skills will benefit the work of the Board or Committee and are you willing to act as a decision maker and not as an advocate, if required by law?

What is your understanding of the relationship of this Board or Committee to the City Council?

7. REFERENCES – Please list three references (business and/or personal)

LYDIA GREGG - 1834 MASON AVE - 386-274-4441
Name, Address & Telephone Number

JENNICA EDGETTON - 1834 MASON AVE - 386-274-4441
Name, Address & Telephone Number

JANINE WILLS - 1834 MASON AVE - 386-274-4441
Name, Address & Telephone Number

8. ACKNOWLEDGMENT

If required by law, will you file a financial disclosure statement?

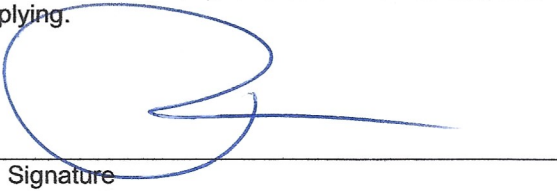
☒ Yes

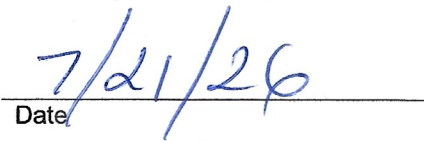
☐ No

I understand the responsibilities associated with being a member of a City Board or Committee and that I may be subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the Board or Committee to which I am appointed.

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to the board or committee for which I am applying.


Signature


Date

NOTE:

If you have questions concerning the duties and responsibilities of any of the above Boards or Committees please contact the City Clerk.

RETURN TO:

City Clerk
City of Palm Coast
160 Lake Ave.
Palm Coast, Florida 32164

PHONE: 386-986-3713

EMAIL: cityclerk@palmcoastgov.com
WEBSITE: www.palmcoastgov.com

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

SUNSHINE LAW: The primary purpose of Government in the Sunshine Law is to assure public access to the decision-making processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.