



CITY OF FORT LAUDERDALE

Approved
MEETING MINUTES
CITY OF FORT LAUDERDALE
CITY OF FORT LAUDERDALE
100 NORTH ANDREWS AVENUE
CITY COMMISSION CHAMBERS
8TH FLOOR CONFERENCE ROOM
MONDAY, JANUARY 6, 2020 – 9:00 A.M.

Cumulative

Board Members	Attendance	June 2019-May 2020	
		Present	Absent
Brandon Stewart, Chair	P	5	0
Frances Epstein, Vice Chair	P	5	0
Phallon Bullard	P	3	2
Peter Cooper	P	5	0
Nancy Daly	P	4	1
Irv Minney	P	5	0
Donnalee Minott	P	5	0
Margi Nothard	P	4	1
Edwin Parke	A	4	1
Mitchell Rosenstein	P	5	0

Staff / Guests

Avis Wilkinson, Housing Programs Administrator/Staff Liaison
Denise Williams, Administrative Assistant
Jamie Opperee, Recording Secretary, Prototype, Inc.

Communication to the City Commission

None.

I. ROLL CALL / DETERMINATION OF A QUORUM

Chair Stewart called the meeting to order at 9:00 a.m. Roll was called and it was noted a quorum was present.

II. APPROVAL OF MINUTES – October 21, 2019

Motion made by Mr. Rosenstein, seconded by Ms. Daly, to approve the minutes from October 21, 2019. In a voice vote, the **motion** passed unanimously.

III. OLD BUSINESS

- **Affordable Housing Trust Fund Balance Update**

Chair Stewart advised that the Affordable Housing Trust Fund balance is currently \$940,750.79. Ms. Wilkinson explained that the Trust Fund earned interest during the past two quarters, and that the City has also sold one residential property for \$10,443.46.

- **CHDO RFP Update**

Ms. Wilkinson reported that the Fort Lauderdale Community Development Corporation plans to schedule a groundbreaking ceremony for its first project, which includes a home powered by solar energy. This will be coordinated with City Commissioner Robert McKinzie and the Department of Public Affairs. She would notify the Board when this event has been scheduled.

IV. NEW BUSINESS

- **AHAC 2020 Workplan**
- **Review of AHAC 2018 Affordable Housing Incentive Recommendations**

Chair Stewart referred the Committee members to the 2018 Affordable Housing Incentive Recommendations, which were submitted to the City Commission in July 2018. Recommendation #2, which places a percentage of the net proceeds from the sale of City-owned properties into the Affordable Housing Trust Fund, has been adopted by the City Commission. He proposed that the Committee work toward the adoption of more recommendations, including:

- #1: revisiting a possible overlay district with the City
- #6: prepare a list of vacant/underused City-owned properties that would be suitable for the development of affordable housing

Chair Stewart noted that because no reports are due from the Committee in 2020, these recommendations could be an area of focus.

Mr. Cooper suggested the Committee also work toward Recommendation #3, which called for creation of a funding source to help affordable housing developers offset the cost of necessary infrastructure improvements. Vice Chair Epstein cautioned, however, that the Committee should not become involved in infrastructure issues, as this would take funds away from the promotion of affordable housing to address an issue not within their purview.

Mr. Cooper suggested that these funds could come from market-rate developers rather than through a grant program. Mr. Rosenstein suggested that the proposed grant funds could be used to offset the costs of required infrastructure improvements and provide utility connection fee waivers for affordable housing developers. The recommendation could be clarified to refer only to affordable housing development. Vice Chair Epstein

suggested that one solution could be creation of a City income tax, although she acknowledged that this was unlikely to be politically viable.

Ms. Wilkinson advised that the report and recommendations are required every three years, which meant no new recommendations must be submitted before 2021. Mr. Rosenstein proposed that the Committee members gather more information from City Staff regarding the 2018 recommendations so they could make changes as needed.

Ms. Nothard felt the Committee should seek ways to move the existing recommendations from aspirational goals to objectives that could be implemented. They could also invite members of City Staff or representatives of other organizations to discuss the goals.

Ms. Wilkinson encouraged the Committee to take its time and address one goal at a time in order of importance. They could then make recommendations for implementation to the City Commission. She also advised that the Committee meet with Urban Planning and Design so that Staff could review the implementation plans for one goal at a time.

Mr. Rosenstein stated that he would like to learn more about the recommendations in the new year, including identification of the appropriate parties to meet with to discuss these incentives. He pointed out that one mandatory incentive called for the appointment of a point person by the City to shepherd affordable housing developments through the regulatory and governmental processes. He strongly recommended that this individual be invited to address the Committee in 2020.

Ms. Wilkinson noted that a member of Urban Planning and Design should have a seat on the Committee to provide input. She recommended that the Committee not address infrastructure, as the City will need to make changes and take its own action toward infrastructure improvements. It was estimated that developers' costs associated with infrastructure are typically in the \$200,000 range.

Mr. Cooper proposed that as the City sells off its commercial as well as its residential properties, 15% from the sale of commercial properties could be set aside to help defray infrastructure costs for affordable housing development. Ms. Wilkinson noted that this would require official approval from the City, as well as an amendment to the Affordable Housing Trust Fund Ordinance. She recommended that a separate account be created for these dollars so the monies would not be commingled with the Trust Fund, as this would prevent them from being encumbered toward other purposes or projects.

Ms. Nothard observed that the City is currently implementing changes to its building regulation and permitting process, and suggested that the Committee learn about this timeline. Mr. Rosenstein noted that a point person from Building Services could provide answers to these questions, adding that expedited permitting for affordable housing is

one goal of this Department. Ms. Wilkinson stated she would reach out to City building officials for this information.

The Committee discussed which recommendation to focus on first, with members advocating for Recommendations 2, 3, 4, and 6. Ms. Daly asked if there might be a way to speed the sale of City-owned properties. Vice Chair Epstein observed that the 15% of net proceeds from the sale of City-owned commercial and industrial lots may be insufficient as a funding source for affordable housing.

Vice Chair Epstein proposed that the Committee request 10 years' history on the sale of lots from which funds were placed in the Affordable Housing Trust Fund, then track how these dollars have been used. Ms. Wilkinson recalled that former City Manager Lee Feldman had not been supportive of this use. She was not certain that this information could be compiled or how it would be helpful to the Committee's purposes, as the Committee serves in an advisory capacity only.

Ms. Wilkinson continued that revisions to the Affordable Housing Trust Fund may be necessary to ensure the Committee is its true administrating body. She recommended that they look into other funding sources that could be created to add money to the Trust Fund, and encouraged the Committee members to communicate with their appointing City Commissioners. She advised that it is likely for state affordable housing funds to be used for other purposes, as has happened in the past.

Chair Stewart summarized that the Committee will need to be updated on the status of several issues, and that members of City Staff will be invited to the next few meetings to answer questions and provide these updates. After that, they will work to refine their areas of focus with regard to the 2018 recommendations and try to schedule joint meetings with the City Commission as well as City Staff in the latter half of 2020. He would work with Ms. Wilkinson on this proposed schedule and bring it back to the Committee for further discussion.

V. AGENDA TOPICS FOR NEXT MEETING

Chair Stewart recalled that question-and-answer sessions with representatives of Building Services and Urban Planning and Design had already been proposed. The Committee also hoped to gather information on the value and dispensation of residential and commercial City-owned properties. He concluded that the Committee will also remain apprised of state legislative action regarding affordable housing.

Ms. Wilkinson emphasized that she would need to be advised of what information the Committee wished to hear from members of City Staff so those individuals would be fully prepared when they came to subsequent meetings. It was clarified that the Committee wanted to hear more information on the permitting process and how it can be expedited for affordable housing development. Vice Chair Epstein added that she

would like more information on the predicted revenue from the sale of City-owned properties.

Chair Stewart requested that the members submit any additional questions for Building Services to Ms. Wilkinson by close of business on Monday, January 13, 2020.

VI. GOOD OF THE ORDER

Mr. Rosenstein advised that as an affordable housing developer, it may be necessary for him to resign from the Committee later in 2020 in order to avoid any potential appearance of conflict, as his company continues to work toward affordable housing development in the City of Fort Lauderdale. He emphasized that he still hopes to be a resource for the Committee and can provide input if necessary.

VII. NEXT SCHEDULED MEETING DATE – February 3, 2020

VIII. ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 10:00 a.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by K. McGuire, Prototype, Inc.]