



CITY OF FORT LAUDERDALE

Approved
MEETING MINUTES
CITY OF FORT LAUDERDALE
AFFORDABLE HOUSING ADVISORY COMMITTEE
VIRTUAL MEETING
MONDAY, APRIL 12, 2021 – 9:00 A.M.

Cumulative

June 2020-May 2021

Committee Members	Attendance	Present	Absent
Brandon Stewart, Chair	P	9	0
Frances Epstein, Vice Chair	P	7	1
Phallon Bullard	P	6	3
Uwe Cerron	P	9	0
Nancy Daly	P	7	2
Donnalee Minott	P	7	2
Margi Nothard	P	8	1
Edwin Parke	A	6	3
Ryan Wipplinger	P	5	0
Mayor Dean Trantalis/ Scott Wyman, Alternate	P	6	0

Staff / Guests

Avis Wilkinson, Housing Programs Administrator/Staff Liaison
Lashanda Elliott, Administrative Assistant
Luisa Agathon, Assistant to the City Manager
Jerry Jean-Philippe, City Moderator
Jamie Opperee, Recording Secretary, Prototype, Inc.

Communication to the City Commission

None.

I. ROLL CALL / DETERMINATION OF A QUORUM

Vice Chair Epstein called the meeting to order at 9:01 a.m.

II. APPROVAL OF MINUTES – March 8, 2021

Motion made by Mayor Trantalis, seconded by Mr. Wipplinger, to approve the minutes. The **motion** passed by consent.

Chair Stewart joined the meeting at 9:02 a.m.

III. OLD BUSINESS

- **Affordable Housing Trust Fund Balance update – Avis Wilkinson**

Ms. Wilkinson reported that the current undesignated fund balance of the Affordable Housing Trust Fund is \$930,307.33. She clarified that “undesignated” refers to funds that have not been encumbered at this time.

IV. NEW BUSINESS

- **Affordable Housing Surplus Properties Update – Luisa Agathon**

Luisa Agathon, Assistant to the City Manager, explained that the City has 71 properties that can be declared surplus. Most of these are small lots received from the County due to nonpayment of taxes. Of these 71 properties, 11 have been identified as suitable for affordable housing development.

The City works with the Department of Housing and Community Development as well as with their Community Reinvestment Agencies (CRAs) to identify funds that can develop these properties as single-family or multi-family homes. Every three years, the City is required by Florida Statute to declare properties within its surplus pool for affordable housing. This list must be presented to the City Commission for review.

Affordable housing surplus properties must meet the following criteria:

- The City owns a fee simple title
- The parcel is zoned residential or mixed-use residential
- The parcel is located within the Unified Flex Zone district
- The parcel meets minimum ULDR size requirements or an urban planner confirms the parcel is large enough for development
- Minimum square footage restrictions of 5000 sq. ft.

Ms. Agathon referred the Committee members to a map identifying the location of the 11 properties that may be declared for affordable housing. Properties with liens are negotiated with Code Enforcement to determine how the liens can be decreased. Once the City Commission has approved the properties, Staff will then declare them for surplus at 75% of their appraised value. Under the City Charter, this is the minimum cost at which these properties may be sold. Any proceeds from surplus residential properties will go into the Affordable Housing Trust Fund.

The list of proposed surplus properties will go before the City Commission at their May 18, 2021 meeting.

Chair Stewart requested additional information on the remaining 60 properties not identified for affordable housing use. Ms. Agathon advised that at present, the City has not yet implemented the requirement that surplus properties must be brought forward every three years. The remaining 60 properties may be declared for sale at a higher rate than the 75% discount applied to properties earmarked for affordable housing. They may cost up to 100% of market value. Proceeds from the sale of residential properties

not earmarked for affordable housing can also go into the Affordable Housing Trust Fund.

Chair Stewart asked if any affordable housing developers have indicated an interest in developing any of the 11 properties. Ms. Agathon explained that the 11 properties are identified with the intent of working with Housing and Community Development's nonprofit partners, which can use federal funds to restore existing structures or construct new properties.

Mayor Trantalis further clarified that some nonprofit partners approach the City to request an opportunity to purchase surplus properties. He cited Habitat for Humanity as an example. Other properties are sold with no expectation that they would be used for affordable housing, as they may have zoning issues or otherwise be inappropriate for residential development.

Mr. Cerron requested more information on the process used to acquire these surplus properties. Ms. Agathon replied that surplus properties for sale must follow the process established in the City's Charter. This means it must be appraised, presented to the City Commission with the intent of declaring it for sale, and placed out for bid. Developers or nonprofits submit letters of intent as well as 10% of their offer. Staff reviews these bids and makes a recommendation to the City Commission for final approval. The 10% must be provided in cash, although the developers may seek financing for the balance of the cost.

Vice Chair Epstein expressed concern that these parcels, which could be used for affordable housing, might be developed for other uses, and suggested that making concessions on zoning or nonconforming structures might be the best course of action. Ms. Agathon advised that it is best for developers if surplus properties are located close together. Reducing the cost of parcels to 75% of appraised value is one way of removing a barrier to payment. The City has not been tasked with the acquisition of any new properties for affordable housing, which would require a policy decision.

Ms. Nothard asked if it would be possible to rezone some properties as residential in order to make them eligible for use as affordable housing surplus. While not all existing zoning would be appropriate for conversion to residential, some parcels might be evaluated to determine if they are suitable for rezoning. Ms. Agathon replied that roughly 99% of the 71 City-owned properties are zoned residential.

- **Affordable Housing Incentive Report Recommendations**

Ms. Wilkinson advised that the City is hopeful that State Housing Initiative Partnership (SHIP) funding for affordable housing will be available in fiscal year (FY) 2021-2022. It has not yet been determined whether or not funding will be provided through this program.

Ms. Wilkinson continued that she has sent the Committee members copies of the Affordable Housing Workplan. She encouraged them to review the strategies listed in the document and think creatively about them. The members are also asked to bring forward any recommendations about what the City may do to incentivize and promote affordable housing. The deadline for submission of these comments will be 12 noon on Friday, April 23, 2021.

Ms. Wilkinson added that the Local Housing Assistance Plan, which must be presented every three years, must also be completed in order for the City to receive funding. She will prepare this document and request feedback from the Committee members.

V. AGENDA TOPICS FOR NEXT MEETING

Ms. Wilkinson requested that any Committee members with ideas regarding presenters for the May 2021 meeting reach out to her before April 26.

VI. GOOD OF THE ORDER

Vice Chair Epstein noted that there have been recent reports on the use of 3D printed technology for construction of housing units, which allows for the construction of a single-family home within approximately 10 days. The members discussed use of this technology in Central America, as well as whether or not it may be able to meet Code requirements.

Ms. Wilkinson also requested that the members consider affordable strategies such as the expediting of permits, encouraging them to consider possible ways to improve this process. She noted that this is a current issue for the City, although affordable housing permits are intended to be expedited. This can make it difficult for deadlines to be met. Although the City now allows electronic filing, there is still a need to expedite permitting through Building Services for affordable housing projects on which SHIP, Community Development Block Grant (CDBG), or other funds must be used by a deadline.

VII. NEXT SCHEDULED MEETING DATE – May 10, 2021

VIII. ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 9:45 a.m.

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