



CITY OF FORT LAUDERDALE

Approved
MEETING MINUTES
CITY OF FORT LAUDERDALE
AFFORDABLE HOUSING ADVISORY COMMITTEE
FIRE STATION #2, 528 NW 2ND STREET
3RD FLOOR CONFERENCE ROOM
FORT LAUDERDALE, FLORIDA 33311
MONDAY, JUNE 12, 2023 – 9:00 A.M.

Cumulative

Committee Members	January-December 2023		
	Attendance	Present	Absent
Margi Nothard, Chair	P	5	1
Leann Barber, Vice Chair	P	6	0
Vice Mayor Dr. Pamela Beasley-Pittman	P	6	0
Pablo Calvo	P	1	0
William Condon	P	5	1
Khiafra James	A	0	2
Susan Spragg	P	6	0
Solomon Williams	P	2	1
Ryan Wipplinger	P	4	2

Staff

Avis Wilkinson, Assistant Housing and Community Development Manager / SHIP Administrator / Staff Liaison
Carla Blair, Recording Secretary, Prototype, Inc.

Communication to the City Commission

None.

I. ROLL CALL / DETERMINATION OF A QUORUM

Chair Nothard called the meeting to order at 9:02 a.m. Roll was called and it was noted a quorum was present.

II. APPROVAL OF MINUTES – May 8, 2023

Ms. Wilkinson advised that the amounts of State Housing Initiative Partnership (SHIP) funds allocated to different uses would be added to the May 8, 2023 minutes.

Motion made by Mr. Wipplinger, seconded by Ms. Spragg, to approve [as amended]. In a voice vote, the **motion** passed unanimously.

New Committee member Pablo Calvo introduced himself at this time. Chair Nothard noted that Mr. Condon and Mr. Wipplinger have been re-appointed to the Committee.

III. OLD BUSINESS

- **Affordable Housing Trust Fund Balance – Avis A. Wilkinson**

Ms. Wilkinson stated that this balance remains at \$0. This Fund receives 100% of the revenue from the sale of City-owned residential properties as well as 15% of the net proceeds from the sale of City-owned commercial properties.

- **Update on Habitat Housing Project – Habitat – BBI Village Project**

Ms. Wilkinson reported that since the May 2023 Committee meeting, no compromise has been reached regarding adjustments to the project's utilities. The project will provide 18 new town homes in a mixed-use development. She added that Florida's recently passed Live Local Act allows the City to move forward with this project.

Ms. Wilkinson showed a brief video prepared by Housing and Community Development which shows how SHIP funds have been used to assist residents.

- **2023 Affordable Housing Incentive Plan**

Ms. Wilkinson explained that the Affordable Housing Incentive Plan is mandated by Florida Statutes. The City was previously required to submit this Plan every three years; however, it has recently been determined that this Plan will be required each year.

The Incentive Plan includes 11 statutory incentives which the Committee is asked to address. Ms. Wilkinson recalled that she had suggested these incentives be enhanced by addressing accessory dwelling units as a possible source of affordable housing. The City has made progress with some of the 11 statutory incentives, but has not addressed others.

The Plan must be submitted to the Florida Housing Finance Corporation no later than the last business day of December 2023. Ms. Wilkinson advised that the plan for the Committee is to complete discussion of the document by the end of August 2023 and hold a public hearing in September at the regular Committee meeting. Following the public hearing, the Committee will be asked to vote on the Plan, and Ms. Wilkinson will create a City Commission Agenda Item to submit the document to the City Commission for acceptance.

Ms. Wilkinson cautioned that the Committee serves in an advisory capacity only, which means they can only make suggestions to the Commission. They may also request a meeting with the Commission on an Item or Items within the Incentive Plan. She cited the added incentive related to accessory dwelling units, which are currently limited to residentially zoned districts, as an option for further discussion, pointing out that permitting the use of these units for affordable housing could provide additional income to property owners as well as increasing the affordable housing available in Fort Lauderdale.

Chair Nothard stated that she would like all the Committee members to have an opportunity to provide input on the Incentive Plan.

Mr. Condon observed that the accessory dwelling unit (ADU) component is a critical addition to the Incentive Plan. He also addressed Incentive 10, which reviews the inventory of City-owned properties, suggesting that there may be opportunities to address these properties which have not been undertaken or discussed before. He acknowledged that there may be challenges with some of these properties which could affect their development, such as size, ingress/egress, or ability to meet setback requirements.

Mr. Condon also addressed the impacts of the recent flood event, which has created additional challenges from an affordable housing perspective, as many families cannot return to their pre-flood homes but have nowhere else to go. He noted that there are state and federal programs which could allow the provision of temporary housing in the form of recreational vehicles (RVs) for these individuals and families, which could be used for up to two years. He noted that the challenge to this issue lies in where the vehicles could be placed. He proposed that vacant City properties could be converted into short- or mid-term locations for the RVs.

Vice Mayor Dr. Beasley-Pittman requested additional information on how these temporary housing units could be secured. Mr. Condon clarified that there is a state-run program which can be financed through the Federal Emergency Management Administration (FEMA).

Vice Mayor Dr. Beasley-Pittman requested additional information on an Incentive which addresses the City's inventory of properties that could be used to provide affordable units, as well as a reference to the implementation of policy. Ms. Wilkinson explained that this refers to the proposal regarding ADUs: the City could be asked to enhance its policy in relation to these units so their use can be expanded to rentals.

Vice Chair Barber stated that she would like to see a presentation on this issue so the members fully understand what is allowed. Mr. Condon recalled that these units are currently limited to one-bedroom/one-bath units which may be no larger than a certain size. Chair Nothard noted that the use of these units has been expanded throughout the country in recent years, and added that parking remains a key concern of these developments, as does the fact that the units may contribute to higher density in single-family neighborhoods. She suggested that the Committee may wish to look into how this issue is treated in other areas.

Chair Nothard requested clarification of how ownership of these units affects their use. Ms. Wilkinson advised that at present, ADUs may only be used by the property owner who lives on the property. Mr. Calvo commented that in the state of California, statutes governing the use of these properties have been loosened so parties other than immediate family may rent these units. In addition, some municipalities have waived the

additional taxes based on the ADU's value as long as the property's rental is limited to households earning below a certain percentage of the area median income (AMI).

Mr. Calvo continued that one challenge to this type of use has been neighborhood resistance; however, it has been determined that residents of these units may not need separate parking. He also noted that some homeowners have moved into their ADUs and rent the larger home on their property, which allows them to supplement their income and become more financially secure.

Mr. Wiplinger addressed Incentive 6, which refers to reduced parking and setback requirements for affordable housing. He stated that he would like to research this item further, including how it might apply to ADUs, and bring it back to a subsequent meeting for fuller discussion. He expressed concern with this incentive, pointing out that while it may be theoretically sound, it may not translate well to reality.

Chair Nothard asked if Mr. Wiplinger felt this issue is mitigated by the options of ride-sharing services and transit. Mr. Wiplinger replied that while these options might provide some mitigation, there was also the possibility that it placed some households under difficult restrictions. He was not in favor of taking options away from individuals or families.

Mr. Calvo noted that in Jacksonville, properties are permitted to convert separate detached garages or carriage houses into spaces where second floors serve as fully furnished units. This would increase density while continuing to provide access to safe and convenient parking.

Mr. Williams stated that while he had focused closely on Incentive 5 earlier, he now had no additional comments on this item.

Ms. Spragg advised that she would like to consider the proposal of adding a line item to the City's budget for the funding of affordable housing. She also recommended further exploration of how tax increment financing (TIF) funds will be allocated once the City's Community Redevelopment Agency (CRA) sunsets, suggesting that some of this revenue could go into the Affordable Housing Trust Fund. She concluded that she would also like further discussion of how the Live Local Act may affect affordable housing strategies, as well as related issues such as ADUs, density, and parking.

Chair Nothard pointed out that the Live Local Act may have an effect on the City's existing zoning regulations. Ms. Spragg explained that while she did not feel she herself was qualified to research this issue further, she would like there to be additional discussion of how the Live Local Act might affect the Committee's work. Ms. Wilkinson noted that a representative of the City's Urban Design and Planning Department may be able to provide additional information on how the City will apply the Live Local Act's policies and ensure compliance. She offered to reach out to Urban Design and Planning to request a presentation.

Ms. Spragg concluded that she did not have any specific incentives from the Affordable Housing Incentive Plan which she wished to address further.

Ms. Wilkinson stated that if more funding becomes available in the future, the Committee may want to consider creating an Affordable Housing Assistance Plan as a companion to the Affordable Housing Trust Fund. This would be similar in nature to the Local Housing Assistance Plan (LHAP) they create for SHIP funds. She recalled that the Trust Fund originally stated that the Affordable Housing Advisory Committee (AHAC) would oversee the use of these funds, although this has not come to pass. If this oversight were permitted, the Committee could develop an application by which money from the Trust Fund would be requested, and the Committee would ultimately vote on whether or not to grant the requested funds.

Vice Chair Barber stated that she would like to create context for strategies, such as determining the number of units that could be created by a particular strategy. She noted that she did not know how many housing units are in Fort Lauderdale, but felt there should be a better sense of the size of the City's housing gap.

With regard to ADUs, Vice Chair Barber continued that she would like to include mobile units, such as trailer homes, as part of this category. It could be significantly less expensive to install a trailer unit on a property than to build a separate accessory unit. She also felt there should be an effort to break away from the mindset that every adult in an urban environment should have a car, as this contributes to the lack of affordability.

Chair Nothard asked if the Committee should propose changes to the City's Zoning Ordinances with regard to parking requirements. Vice Chair Barber confirmed this was part of her intent. She was also in favor of using prefabricated units to increase the availability of temporary or transitional housing.

Mr. Calvo stated that he agreed with the concerns other Committee members had shared, noting that one positive aspect to the use of ADUs is the limited cost it would bring to the City if these units are used to leverage private investment opportunities. He pointed out that there may be nonprofit entities that can facilitate the design, financing, and construction for some of these units, some of which can be prefabricated in a factory setting.

Chair Nothard also addressed prefabricated units, pointing out that while these are not a new concept, there has been new interest in them with the rise of accessory dwelling units throughout the country. She added that the state, rather than the City, regulates manufactured homes, although the City would regulate the site work associated with their installation. These units may also be more sustainable, as factory production results in less waste. The wind loads they must withstand are already addressed through Florida Building Code.

Chair Nothard continued that while the City has an expedited review process, this review may be less expedited than it could be. She recommended urging the City to make this process more efficient.

Vice Chair Barber commented that she felt the percentage of affordable units required as a development incentive to market-rate builders was inadequate, as it currently stands at 10%. She pointed out that the development of luxury units attracts residents from outside the City rather than housing the existing working population. This creates more need for affordable housing.

Chair Nothard recalled that the Committee has previously discussed the actual demand for affordable units in South Florida and requested additional clarification of this demand. Ms. Wilkinson recalled that this was previously addressed by a Broward County representative. Mr. Calvo added that the United Way has just received updated information for its Asset Limited, Income Constrained, Employed (ALICE) report, which fall into the 80%-120% range of AMI and are struggling. He advised that this would provide a count of the families living at different income levels.

Mr. Calvo suggested that a representative of the Coordinating Council of Broward as well as from the South Florida Community Land Trust could be invited to give presentations on this and similar information.

Ms. Wilkinson recommended against any unnecessary complication of the issues to be addressed, as the Committee is only asked to recommend the 11 incentives, as well as any additional incentives they may wish the City Commission to consider. She reiterated that it may be possible to make recommendations about ADUs which would support their use for affordable housing. She also stated again that the Committee may want to schedule a meeting with the City Commission to discuss this or other incentives further.

Chair Nothard proposed determining how much affordable housing has been developed in the City's Northwest area, where the Northwest CRA exists. She felt they should look more closely at plans for that part of the City once the CRA sunsets. Ms. Wilkinson advised that the City will continue to get a percentage of that area's TIF funding, as will the County. A portion of the City's percentage could be made available to the Affordable Housing Trust Fund.

Chair Nothard continued that she would also like to see implementation of fee waivers for the development of affordable housing. She suggested that this could be addressed by a member of the Department of Sustainable Development. She reviewed the remaining incentives, stating that she supported the prioritization of ADUs for affordable housing, as well as any discussion of how these units could affect parking requirements.

Ms. Wilkinson explained that the Affordable Housing Strategy Manual she had provided for the members includes a number of definitions that could be helpful in understanding

various issues. She offered to re-send the manual, which serves as a guidebook for the AHAC members in developing the Affordable Housing Incentive Plan.

IV. NEW BUSINESS

Mr. Condon asked what next steps are necessary in preparing the Affordable Housing Incentive Plan within the time frame discussed earlier. Chair Nothard replied that the members should focus on the specific elements of the Plan they would like to address. She proposed that a clear list of recommendations be determined by the end of the next Committee meeting and presented for a vote.

Ms. Wilkinson suggested that the members put the items they would like to address down on paper, including items that can enhance or add to the existing incentive strategies. Their lists can then be emailed to her office before the next meeting so she can compile them into a master list and disseminate them to the members in advance of their next meeting. She requested that these be sent to her office no later than June 30, 2023.

V. AGENDA TOPICS FOR NEXT MEETING

It was noted that these were previously discussed.

VI. GOOD OF THE ORDER

Ms. Spragg recalled that at the May 2023 meeting, it was suggested that transitional housing be discussed in June if time allowed. Ms. Wilkinson noted that the Department of Housing and Community Development provides a \$40,000 allocation of SHIP funds toward rapid re-housing.

Ms. Wilkinson continued that funds were provided for transitional housing during the COVID-19 pandemic to help renters remain in their homes; however, her Department does not deal specifically with transitional housing outside these programs. She proposed that a department member with greater knowledge of the Housing Opportunities for Persons with HIV/AIDS (HOPWA) could provide more information to the Committee on this type of housing.

Chair Nothard also recalled that at the May 2023 meeting, Vice Chair Barber had requested information about a City committee that may address homelessness. Vice Chair Barber stated that she would like to know how this committee's charge will differ from the AHAC's responsibilities. She felt that the issue of homelessness is also one of affordability.

Mr. Calvo commented that he could provide specific information on homelessness in Fort Lauderdale and Broward County. Chair Nothard felt this could tie into the goals of the Incentive Plan. She asked that Mr. Calvo prepare a presentation and send it to Ms.

Wilkinson's office for dissemination to the Committee members. Ms. Wilkinson cautioned that homelessness can be a multifaceted issue by itself.

Vice Chair Barber expressed concern that current efforts are not "moving the dial" with regard to finding housing for individuals and families who are living on the street, as temporary situations such as housing in hotels do not address their issues. She felt there should be a more substantive discussion of how to deal with persons living on the street who cannot afford a place to live and have no options other than short-term shelters. While there were low-cost options such as boardinghouses in the past who could help these individuals, these are no longer available in modern society.

Ms. Wilkinson reminded the Committee members that the City is working to create a non-congregate shelter, which would help address this need. The shelter will be constructed by Broward Housing Solutions, which secured the bid for the project through the request for proposal (RFP) process. She confirmed that HOME ARP funds will also be used to provide rental assistance, for which there is a significant need, particularly for senior citizens. She noted, however, that there is not a system that provides long-term shelter for persons who are unable to pay rent.

Vice Mayor Dr. Beasley-Pittman addressed the Homeless Advisory Board mentioned earlier in the discussion, stating that the AHAC may be able to come up with suggestions for discussion topics with that new advisory body. She felt the AHAC may be able to give the new board direction by showing what they have discussed and determining if the two entities have common goals.

Chair Nothard asked if a representative of the Homeless Advisory Board might be able to attend an AHAC meeting and participate in this discussion. Vice Mayor Dr. Beasley-Pittman advised that the new board is still in the process of development. Ms. Spragg added that a representative of the Task Force for Ending Homelessness could also be invited to share information with the Committee at a future meeting.

VII. NEXT SCHEDULED MEETING DATE – July 10, 2023

VIII. ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 10:32 a.m.

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