



CITY OF FORT LAUDERDALE

Approved
MEETING MINUTES
CITY OF FORT LAUDERDALE
AFFORDABLE HOUSING ADVISORY COMMITTEE
914 SISTRUNK BOULEVARD, SUITE 100
FORT LAUDERDALE, FLORIDA 33311
MONDAY, JANUARY 13, 2025 – 9:00 A.M.

Cumulative

AHAC Committee Members	2025 Attendance	Present	Absent
Susan Spragg, Vice Chair	P	1	0
Commissioner Dr. Pamela Beasley-Pittman	P	1	0
William Condon	P	1	0
Rich Degirolamo	P	1	0
Mindy Figueroa (via Zoom)	P	1	0
Shantel Jairam	P	1	0
Willie McKay	P	1	0
Roderick Newkirk <i>(1/25 absence excused)</i>	A	0	1
Amanda Wilson	P	1	0

Staff

Avis Wilkinson, Assistant Housing and Community Development Manager/Staff Liaison
Rachel Williams, Housing and Community Development Manager
Akilah Grant, Senior Financial Administrator
K. Cruitt, Recording Clerk, Prototype, Inc.

Communication to the City Commission

None.

I. ROLL CALL / DETERMINATION OF A QUORUM

The meeting was called to order at 9:14 a.m. Roll was called and it was noted a quorum was present.

II. APPROVAL OF MINUTES

- **December 9, 2024**

Vice Chair Spragg requested that the following be added to p.8, paragraph 3: she had stated she was working on a spreadsheet for tracking potential payments in lieu and would provide it soon.

Motion made by Mr. Condon, seconded by Ms. McKay, to approve as amended. In a voice vote, the **motion** passed unanimously.

Housing and Community Development Manager Rachel Williams stated that the City's Annual Planning Meeting/Five-Year Consolidated Planning Meeting is scheduled for 5 p.m. that afternoon. The meeting will include a five-year outlook on the needs of the community and how resources will be used to offset those needs. This includes Community Development Block Grant (CDBG), Home Investment Partnerships (HOME), and other grant funding.

Ms. Williams provided the Affordable Housing Advisory Committee (AHAC) members with a QR code which would allow them to participate in a survey. She encouraged the members to share the code with other residents as well. The survey is expected to remain open for input until March 2025. A public meeting will be scheduled in May 2025 to review a draft plan based on the results of the survey. This plan will be presented to the City Commission for approval and sent to the U.S. Department of Housing and Urban Development by August 15, 2025.

New Committee member Amanda Wilson introduced herself at this time.

Ms. Wilkinson advised that Ms. Figueroa would attend today's meeting via Zoom, which required a vote of approval by the Committee.

Motion made by Commissioner Dr. Beasley-Pittman, seconded by Mr. Condon, to admit Mindy. In a voice vote, the **motion** passed unanimously.

III. OLD BUSINESS

- **Affordable Housing Trust Fund Balance update**

Ms. Wilkinson reported that there is currently \$1,136,982.03 in the Affordable Housing Trust Fund. In 2017, the Trust Fund provided the Fort Lauderdale Housing Authority with a loan to be used toward the Sailboat Bend II project. The Housing Authority has paid back that original loan of \$783,250 as well as interest in the amount of \$30,275.03. There has also been a sale of City-owned land for \$323,457.

Ms. Wilkinson added that in the future, the Committee will propose changes to the Affordable Housing Trust Fund policy and procedures which could allow these funds to be used for the benefit of the community.

Vice Chair Spragg recalled that she has been working on a spreadsheet to track payments in lieu which will go into the Affordable Housing Trust Fund. Copies of the draft spreadsheet were emailed to the Committee members in advance of today's meeting. She reviewed the document, explaining that it included information provided from the City's Department of Sustainable Development (DSD) on items that have gone through the Development Review Committee (DRC) process.

At present, 16 projects are listed, although full information was not available on all of them. The payment in lieu calculation is based on a cost of \$10,000 per unit. The result was a net estimate which could be as much as \$33 million.

Vice Chair Spragg continued that the developments listed included approximately 6500 market-rate units. She did not have information on hand regarding whether or not permits have been issued for these projects. She explained that developments which do not set aside 10% of their total units as affordable are required to make a payment in lieu of providing these units into the Affordable Housing Trust Fund. Ms. Wilkinson also pointed out that 50% of the payment in lieu comes to the City, while the remaining 50% goes to Broward County.

Ms. Wilkinson concluded that she would follow up on the information provided and clarify it further for the Committee members.

- **Habitat's BBI Village Update**

Ms. Wilkinson reported that ground has been broken for Habitat for Humanity of Broward County's BBI Village project. Construction has begun on the infrastructure for this project, which will include up to 20 town home units for households earning up to 140% of the area median income (AMI).

The City has contributed State Housing Initiative Partnership (SHIP) and other funds toward this project. These dollars count toward SHIP's set-aside requirements for new construction and home ownership.

- **Communication to City Commission from AHAC to request a Joint Workshop with Commission regarding 2024 AHAC Incentive Plan Recommendations – follow-up**

Ms. Wilkinson stated that the Committee's communication to the City Commission from their December 2024 meeting was submitted to and reviewed by the Commission, which has proposed a joint meeting with the AHAC at 11:30 a.m. on February 18, 2025 at the Broward Center for the Performing Arts. She emphasized the importance of a quorum for this joint meeting.

Ms. Wilkinson advised that an agenda has already been prepared for the joint meeting in order to ensure the discussion remains on track. Topics will include recommended incentives from the 2024 Affordable Housing Incentive Plan.

Ms. Wilkinson also emphasized that the joint AHAC/City Commission agenda will be separate from any topics raised by the City's Homeless Advisory Committee (HAC), which may also be present at the joint meeting. She explained that the Committee's mission is to create and preserve affordable housing. While there is a small portion of

SHIP funds available to address homelessness, that is not the primary focus of the Committee.

Ms. Wilson noted that at the December 2024 meeting, it was suggested that the Committee establish priorities for discussion at the joint meeting. Ms. Wilkinson referred the members to the agenda prepared in advance of the joint meeting, which includes discussion of the 2024 Affordable Housing Incentive Plan, Commission comments, and actions to be taken. This agenda will be sent electronically to the members.

Ms. Figueroa stated that she has spoken with newly reelected City Commissioner Ben Sorensen to provide him with information on some of the affordable housing incentives in the 2024 Plan. She recommended that the Committee ensure that they present a unified front to the Commission at the joint meeting.

Mr. Condon recalled that at the December meeting, he had proposed that each Committee member reach out to their appointing City Commissioner and meet with them to discuss both the Committee's recommendations and the Commission's priorities. He advised that he has also met individually with Commissioner Sorensen, who sent some of the Committee's recommendations to the City Attorney's Office. Mr. Condon cautioned that from the perspective of the City Attorney, some issues may be significantly less clear: for example, payment in lieu funding comes with a number of legal restrictions.

Ms. Jairam asked if there is a way for members to inform themselves of these types of legal restrictions without submitting ideas to the City Attorney's Office for review. Ms. Wilkinson stated that she would forward any questions from the Committee members to that Office.

Vice Chair Spragg suggested that the Committee prioritize the incentives from the 2024 Plan so they are sure to be addressed during the joint meeting. Ms. Wilkinson requested that the members each send her their top three to five prioritized incentives so they can be ranked in order of priority.

Commissioner Dr. Beasley-Pittman recalled that the AHAC's 2024 joint meeting with the Commission had strayed from the topic of affordable housing, and emphasized the importance of ensuring this did not happen again in 2025.

- **2025-2028 SHIP Local Housing Assistance Plan update**

Ms. Wilkinson explained that the Committee is responsible for reviewing the Local Housing Assistance Plan (LHAP), which is required by SHIP every three years. The LHAP must be submitted to the Florida Housing Coalition by May 2025.

The following Item was taken out of order on the Agenda.

- **SHIP funded projects**

Ms. Wilkinson noted that at the most recent City Commission meeting, two projects proposed by Broward Minority Builders and Wright Dynasty were brought forward for approval of SHIP funds. The City will assist Broward Minority Builders in renovating a property they already own for use as affordable housing. They will also assist Wright Dynasty with a mixed-use project.

Ms. Wilkinson reiterated that the City has also provided Habitat for Humanity of Broward County with \$500,000 in SHIP funds as well as some HOME and CDBG funds toward the BBI Village project.

Ms. Jairam requested information on how these units may be affected by property taxes. Ms. Wilkinson advised that she would look into this further, but noted that this is outside the jurisdiction of Housing and Community Development.

Ms. Wilkinson continued that at the January 22, 2025 City Commission meeting, a project proposed by the Fort Lauderdale Community Development Corporation (FLCDC) will request funds to make repairs to existing affordable units.

\$700,000 in SHIP funds will also be requested in the future for Oasis CDC for new home ownership. This project will include three single-family units and four town homes. Oasis CDC received these units from Fort Lauderdale's Community Redevelopment Agency (CRA) because they are a nonprofit entity.

HOMES, Inc. was given \$400,000 in SHIP funds in 2024 for a four- to six-unit multi-family affordable rental property for senior citizens. This project is currently in process.

Ms. Wilkinson concluded that the new LHAP will include provisions that ensure SHIP-funded projects do not have to go through the City's procurement process. The objective is to expedite these projects so SHIP funds can be spent within the required three-year time frame. Another strategy is to work with certified Community Housing Development Organizations (CHDOs) to create and preserve affordable housing. The City is required to use at least 15% of its HOME funds, which are provided by the U.S. Department of Housing and Urban Development (HUD), with CHDOs.

Ms. Wilkinson also noted that most of the entities provided with SHIP funding, including Wright Dynasty and Broward Minority Builders, will pay back these funds after 15 years. She concluded that she will keep the Committee posted on further projects and developments.

Ms. Jairam requested the addresses of the projects listed in this report. Ms. Wilkinson confirmed that these would be included in the future.

IV. NEW BUSINESS

- **Election of New AHAC Chairperson**

Mr. Degirolamo nominated Ms. Spragg for the position of Chair. Ms. McKay nominated Mr. Condon for Chair as well. Both candidates provided background information for the newer members.

In a roll call vote, Ms. Spragg was elected Chair 4-3 (Mr. Condon, Mr. Degirolamo, and Ms. McKay dissenting).

Ms. Jairam was nominated for the position of Vice Chair. In a roll call vote, she was unanimously elected (7-0).

It was clarified that while Ms. Figueroa was present via Zoom, members attending remotely are not permitted to vote, nor is their attendance counted toward a quorum.

- **AHAC 2025 Work Plan**

Ms. Wilkinson advised that she had not brought an AHAC 2025 Work Plan to today's meeting, as the joint meeting between the Committee and the City Commission on February 18 will influence the Work Plan for this year. She requested information on any speakers the members may wish to invite before the Committee begins their focus on the 2025 Affordable Housing Incentive Plan, which she recommended begin no later than May.

Chair Spragg recalled that earlier in the meeting, there had been mention of updating the Affordable Housing Trust Fund policy. She requested more information on what this procedure would involve. Ms. Wilkinson explained that while the Committee had made recommendations for this update in 2024, these recommendations would need to be made with greater specificity and detail. She planned to draft recommendations and have the Committee review and comment on them.

The Committee returned to discussion of prioritizing key incentives from the 2024 Affordable Housing Incentive Plan in advance of their joint meeting with the City Commission. It was determined that Ms. Wilkinson would send the 2024 Plan to the members for review, and they would email her their top three to five priorities from the list of incentives no later than January 28, 2025. The results would be tabulated in advance of the next AHAC meeting and listed in prioritized order on the agenda for the joint meeting with the Commission.

Ms. Wilkinson encouraged the members to identify an individual to act as their presenter at the joint meeting, but noted that it is important for all the members to participate in the discussion so the Commission can see their level of engagement.

V. NEXT SCHEDULED MEETING DATE – February 10, 2025

VI. ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 10:42 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.]