



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, AUGUST 11, 2025 – 9:00 A.M.

Cumulative

AHAC Committee Members	2025 Attendance	Present	Absent
Susan Spragg, Chair	P	7	0
Shantel Jairam, Vice Chair	P	5	2
Commissioner Dr. Pamela Beasley-Pittman <i>(represented by Jamel Walker)</i>	P	7	0
William Condon	P	6	1
Rich Degirolamo (dep. 9:30)	P	7	0
Mindy Figueroa (dep. 9:55)	P	4	3
Willie McKay	P	7	0
Roderick Newkirk <i>(1/25 absence excused)</i>	A	4	3
Agustina Sklar	A	5	1
Amanda Wilson	P	7	0

Staff

Rachel Williams, Housing and Community Development Manager
Olivette Carter, Assistant Manager, Housing and Community Development/Committee Liaison
Adam Schnell, Planner II
Jim Hetzel, Urban Design and Planning
Angella Walsh, Administrative Assistant
J. Opperlee, Recording Clerk, Prototype, Inc.

Communication to the City Commission

None.

1. ROLL CALL / DETERMINATION OF QUORUM (6)

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

2. WELCOME INTRODUCTION

Olivette Carter, Assistant Manager of Housing and Community Development and new Committee Liaison, introduced herself at this time. She advised that the Division of Housing and Community Development will change its title to the Community Services

Department. The Committee members and other City Staff members introduced themselves as well.

3. APPROVAL OF PREVIOUS MEETING MINUTES – July 14, 2025

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

4. Updates from Chair, General Discussion and Comments by Committee Members

Chair Spragg emphasized the importance of participation and attendance from all the Committee members, particularly in light of Florida's Sunshine Law, as meetings provide the only opportunity for members to communicate with one another regarding Committee business. She requested that all members respond in a timely manner to communications from City Staff, and that they complete any outside work, research, or preparation in a timely fashion as well.

Chair Spragg addressed the Committee's work on the Affordable Housing Incentives Strategy Report, noting that two additional items may be suitable for inclusion as well as the traditional 11 incentives in that report. These are collaboration with community stakeholders and public awareness, education, and marketing.

Mr. Degirolamo reported that he has spoken with representatives of The Related Group with regard to a future presentation to the Committee. This development group recently completed an affordable project in Flagler Village in conjunction with the City's Northwest Community Redevelopment Agency (CRA). He explained that interaction with developers can help the Committee better understand what incentivizes them, as well as any difficulties they may experience regarding affordable development.

Ms. Figueroa advised that she has had similar discussions with the United Way of Broward County, which has provided a portion of donated funding toward affordable housing. They are working on multiple projects in Fort Lauderdale and throughout Broward County. She suggested that United Way Chief Operating Officer (COO) Maria Hernandez be invited to present at a meeting.

Mr. Degirolamo stated that the Related Group's regional manager plans to propose providing City employees with incentives to live in the Flagler Village project, which will provide workforce housing. These incentives may include waiver of the application fee, a one-time gift card, or other options. Ms. Williams noted that the City can assist this project with marketing if they reach out to her or to the CRA. She emphasized that marketing would not be restricted to City employees, but would extend throughout Fort Lauderdale.

Mr. Schnell recalled that allowing priority for certain public service/governmental workers became legal in the state of Florida approximately one year ago. He suggested that the information could be included on a newsletter sent to all City employees.

Chair Spragg reported that Fort Lauderdale resident Roosevelt Walters is scheduled to address the Committee at their October meeting. No presenter has been scheduled for November at this time. Mr. Degirolamo suggested that the Committee briefly discuss the topics they would like to cover with the Related Group at the September meeting before scheduling a speaker later in the year.

Chair Spragg recalled that the required public hearing for the Affordable Housing Incentives Strategy Report will be included in the September 8, 2025 meeting. The document will then be sent to the City Commission for approval before it is transmitted to the Florida Housing Coalition.

5. Old Business

I. Update on Affordable Housing Trust Fund Balance

Ms. Williams reported that the Affordable Housing Trust Fund balance is currently \$1.7 million, of which \$640,000 has been earmarked as a local match for a tax credit project. She explained that the City has received additional payment in lieu funds for this account which require that specific procedures be followed for their use. She continues to work with the City's Finance Department to ensure these outside funds are in a clearly identified sub-fund. Mr. Schnell further clarified that the payment in lieu funds are divided between the City and Broward County.

II. Update on status of Affordable Housing Trust Fund Policy and Procedures approval

Ms. Williams continued that at the October 2025 meeting, the Committee should revisit the update of the Affordable Housing Trust Fund policy so they are familiar with that policy before it is taken to the City Commission. Chair Spragg observed that it may be possible to discuss this policy at the September meeting.

III. Communication follow-up from February 18 Joint workshop City Commission

Ms. Williams explained that the minutes including this Communication to the City Commission were not transmitted immediately upon approval. She is following up with the City Clerk's Office on the status of this communication.

IV. In process Communications to City Commission: after approval of July 14 minutes:

- a. **AHAC presentation to Budget Committee at their October meeting**
- b. **June 30 joint workshop with City Commission**
- c. **Request for joint meeting with Homeless Committee**

Ms. Williams confirmed that the July 14, 2025 minutes approved earlier in today's meeting will be transmitted to the City Commission as well.

V. Affordable Housing Incentives Strategy Report – Update and discussion for 2025 incentive recommendations by AHAC members and preparation for Public Hearing September 8, 2025

The Committee reviewed the draft Strategy Report to identify modifications in the document's language and formatting. The discussion addressed parking requirements, walkability, accessory dwelling units, street requirements for affordable housing, payment in lieu fees, sales of surplus City properties, and the percentage of household income that typically goes toward housing in Fort Lauderdale.

Mr. Degirolamo left the meeting at 9:30 a.m.

Ms. Figueroa left the meeting at 9:55 a.m.

6. New Business

I. Select Strategies to present at next City Commission Joint Workshop for September 16, 2025 (is that a confirmed date?)

The Committee discussed potential topics for presentation at the September 16, 2025 joint workshop between the Affordable Housing Advisory Committee (AHAC) and the City Commission. It was determined that they would present the following strategies:

- Promotion of public awareness and education
- Discussion of using City-owned properties for affordable housing
- A study of public and private employers with employees who earn low- and mid-range area median income (AMI) and have difficulty securing affordable housing, with the goal of exploring options and partnerships with those employers

Ms. Williams emphasized the importance of ensuring that the discussion at the joint meeting remains on target.

II. Presenter for October 8 meeting – Roosevelt Walters confirmed

This Item was previously discussed.

III. Presenter for November AHAC meeting – Sandra Veszi Einhorn –

This Item was previously discussed.

IV. Update from Richard Degirolamo on future speaker – Developer

This Item was previously discussed.

V. Agenda Items for the next meeting

None.

7. Good of the Order

It was clarified that Staff would integrate the changes made at today's meeting into the Affordable Housing Incentive Strategy Report.

8. Public Comments

None.

NEXT SCHEDULED MEETING DATE – September 8, 2025

ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 10:54 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.]