



CITY OF FORT LAUDERDALE

**APPROVED
MEETING MINUTES
CITY OF FORT LAUDERDALE
AFFORDABLE HOUSING ADVISORY COMMITTEE
914 SISTRUNK BOULEVARD, SUITE 100
FORT LAUDERDALE, FLORIDA 33311
THURSDAY, DECEMBER 18, 2025 – 9:00 A.M.**

Cumulative

AHAC Committee Members	2025 Attendance	Present	Absent
Susan Spragg, Chair	P	12	0
Shantel Jairam, Vice Chair	A	9	3
Commissioner Dr. Pamela Beasley-Pittman	A	10	2
William Condon	P	11	1
Rich Degirolamo	P	10	2
Willie McKay	A	10	2
Agustina Sklar	P	10	1
Amanda Wilson	P	11	1

Staff

Rachel Williams, Housing and Community Development Manager
Olivette Carter, Assistant Manager, Housing and Community Development/Committee Liaison
Angella Walsh, Administrative Assistant, Housing and Community Development
Danielle Sterling, Administrative Assistant, Housing and Community Development
K. Cruitt, Recording Clerk, Prototype, Inc.

Communication to the City Commission

None.

1. ROLL CALL / DETERMINATION OF QUORUM

Chair Spragg called the meeting to order at 9:20 a.m. Roll was called and it was noted a quorum was present.

2. WELCOME & INTRODUCTIONS

3. APPROVAL OF PREVIOUS MEETING MINUTES – November 10th, 2025

Motion made by Mr. Condon, seconded by Ms. Sklar, to approve the November 10 minutes. In a voice vote, the **motion** passed unanimously.

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

None.

5. Old Business

I. Affordable Housing Trust Fund Balance update

Housing and Community Development Manager Rachel Williams explained that Staff is having some difficulty accessing detailed information at the Departmental level about the Affordable Housing Trust Fund balance. Staff has reached out to the City's Finance Department to determine if that Department can be helpful in capturing transaction details. The current balance is \$620,274.40.

Chair Spragg asked if there may be alternative ways to find this information, such as through the City Manager's or City Auditor's office. Ms. Williams replied that she has asked her Department's financial administrator to work with the Finance Department. She advised that if the information is not available by the next Committee meeting, the Committee may then determine appropriate next steps.

II. Affordable Housing Trust Fund Policy & Procedures – VOTE to approve amended document with 2 changes

Chair Spragg recalled that the Committee members recently received an updated version of the Affordable Housing Trust Fund Policy and Procedures. She noted two minor amendments to be made to that document on p.4 and p.7., which addressed, respectively, the frequency with which a forecast of potential payments in lieu would be provided to the City Commission and the priority given to developments with mixed-income units.

Motion made by Ms. Sklar, seconded by Mr. Condon, to amend the document. In a voice vote, the **motion** passed unanimously.

Mr. Condon asked if the Affordable Housing Advisory Committee (AHAC) would receive the reports referenced in the Trust Fund Policy and Procedures. Chair Spragg confirmed this.

Ms. Williams advised that the City Commission has not yet approved the Trust Fund Policy and Procedures; once amended, it will be sent to the Commission for approval.

III. Review and discuss draft PowerPoint created by staff for strategies Presentation, at City Commission Joint Workshop in 2026 date TBA:

a. Public awareness and education

b. Discussion of using City-owned properties for affordable housing

c. Study of Public and Private employees who earn Low and mid-range area median income (AMI)

Chair Spragg reported that she had spoken with a City Staff member who indicated the Committee's joint workshop with the City Commission may take place as early as January 2026. No date has been set thus far.

Chair Spragg also confirmed that the City Commission accepted the 2025 Affordable Housing Incentives Strategy Report at their December 16, 2025 meeting.

6. New Business

IV. Review 2026 AHAC meeting schedule and VOTE to adopt

Chair Spragg noted that the 2026 AHAC meeting schedule reflects regular meetings held on the second Monday of each month; however, she suggested that the October 2026 meeting be moved from October 12 to October 19 in recognition of Columbus Day/Indigenous Peoples' Day, which is a federally recognized holiday.

Motion made by Ms. Sklar, seconded by Ms. Wilson, to adopt this meeting schedule with the change from October 12 to October 19. In a voice vote, the **motion** passed unanimously.

Ms. Williams noted that the Committee will continue to meet in its present location in early 2026 and will relocate to the 101 building after March.

V. VOTE for Staff to submit Florida Housing Coalition AHAC Support Initiative Application – deadline December 19, 2025

Chair Spragg recalled that the Committee members were sent information on a Florida Housing Coalition initiative which supports AHACs throughout the state. Ms. Carter confirmed that she is in the process of preparing the AHAC's application and will submit it following a positive vote by the Committee. She added that the selection process is very competitive; the Coalition will select four municipalities to receive this assistance.

Chair Spragg further clarified that the technical assistance provided will include:

- In-depth analysis of the jurisdiction's land development regulations, housing policies, and current incentive strategies
- Review of prior AHAC reports
- Written recommendations on areas for improvement
- Identification of best practices
- What to include in the AHAC's annual report
- Virtual meeting between Florida Housing Coalition and the AHAC to address questions, comments, and ideas

Motion made by Mr. Condon, seconded by Ms. Sklar, to apply for the AHAC support initiative. In a voice vote, the **motion** passed unanimously.

VI. Questions for Q and A session with City Manager Rickelle Williams – January 12, 2026

Chair Spragg requested that the Committee members submit any specific questions for the City Manager to Ms. Walsh's office in advance of the next meeting.

VII. Agenda Items for the next meeting

Chair Spragg suggested that beginning in January 2026, the Committee discuss what they would like to include at each month's meeting, including guest speakers, steps being taken toward the 2026 Affordable Housing Incentives Strategy Report, and more. The Committee members agreed with this by consensus.

Ms. Carter requested more information about what the AHAC wishes to see. Chair Spragg advised that this included clarification of the timeline for preparation of the 2026 Strategy Report, including deadlines.

Ms. Carter noted that the Committee's Chair and Vice Chair were elected in January 2025, and requested clarification of whether or not the Committee wished to hold their elections in January 2026. Chair Spragg observed that there are currently three confirmed vacancies on the Committee, as well as the upcoming end of her own term.

The members discussed membership, including the fields to be represented by the Committee members, such as housing- and finance-related industries, advocates for low-income households, and more. Chair Spragg concluded that the absence of most of these representatives affected the Committee's diversity and breadth of experience.

Chair Spragg offered to email the City Commission on behalf of the Committee, encouraging the appointment of more members. The Committee members agreed to this by consensus. Mr. Condon also volunteered to reach out to the Greater Fort Lauderdale Chamber of Commerce, as well as to individuals who represent nonprofit entities.

Mr. Degirolamo asked if there has been any additional consideration of a joint meeting or presentation between the AHAC and the City's Budget Advisory Board (BAB). Ms. Williams recalled that she had contacted City leadership to discuss this possibility and was informed that they did not find it appropriate. She pointed out that once the City has formulated its budget, the AHAC may make comments and/or recommendations.

Chair Spragg commented that there are several items in the Affordable Housing Incentives Strategy Report which would require the allocation of City funds. Ms. Wilson added that the City has invested in significant development in recent years, and suggested that some of these funds could be more evenly distributed.

Mr. Degirolamo advised that BAB meetings offer opportunities for public comment, as the City's budget is a public document. He also pointed out that while revenue has increased, so have costs.

Mr. Degirolamo suggested that the AHAC raise the topic of the City's budget with the City Manager at the January 2026 meeting. He also clarified that each City Department submits its own budget, and the BAB plays a role in the process of incorporating all of these individual budgets into the final document throughout the year.

Ms. Williams suggested that the Committee set aside time at their February 2026 meeting for discussion of ideas on how the City could generate additional revenues for the Affordable Housing Trust Fund. She encouraged the members to research ideas in advance of this meeting. There was consensus to schedule this Agenda Item in February.

Chair Spragg requested clarification of the current sources of Trust Fund revenue. Ms. Williams explained that these funds currently come from three sources:

- 100% of proceeds from the sale of City-owned residential properties
- 15% of proceeds from the sale of City-owned commercial properties
- Payments in lieu from developers, which are divided with Broward County

Chair Spragg noted that a fourth source of Trust Fund revenue is the repayment of loans and/or program revenues.

Chair Spragg advised that she could compile a list of the Committee's recommendations as reflected in the Strategy Report. The Committee agreed by consensus to prepare this list.

There was Committee consensus to postpone election of officers to the February 2026 meeting.

Ms. Williams advised that she would like to bring forward discussion of the Community Development Block Grant Disaster Recovery (CDBGDR) grant at the January 2026 meeting. Staff has developed and submitted plans for the use of this funding to the U.S. Department of Housing and Urban Development (HUD). A significant portion of these grant funds are eligible for use toward affordable housing. While CDBG funds are typically under the purview of the City's Community Services Board (CSB), the affordable housing element makes it appropriate for discussion by the AHAC as well. The grant would be for roughly \$88 million, of which \$18 million would be available for use toward affordable housing.

Chair Spragg requested additional information on how the grant funds may be used. Ms. Williams replied that affordable housing is eligible for consideration due to the number of units and residents displaced by the 2023 flood. An affordable housing program could bring units back for residents whose homes were lost or severely damaged. Projects must

be located within the city limits of Fort Lauderdale. Additional information on the grant is available online.

Ms. Williams noted that the \$88 million grant is broken down as follows:

- \$40 million toward housing activities, including the \$18 million allocated toward affordable housing
- \$20 million toward infrastructure and mitigation activities
- \$9 million toward reimbursement

The City has approximately 4.5 years remaining in which to use these funds.

Mr. Condon recommended discussing nominations for Committee officers in January prior to a February 2026 vote. The Committee also agreed to consider what they might like to discuss with the BAB as a January action item, to review the deadlines prepared by Staff for 2026, and to further discuss ideas on how to increase revenue for the Affordable Housing Trust Fund.

7. Good of the order

Ms. Williams advised that a draft bill is currently being reviewed by the U.S. House of Representatives' Financial Services Committee which will address government operations, human services, welfare, and housing. She recommended that the Committee follow the progress of this bill, as it proposes significant reforms to the Home Incentive Partnerships program. The bill is intended to improve the efficiency and spending of federal block grant funds for affordable housing development. It also proposes reforms to local land use policies which should make it affordable housing development easier.

Chair Spragg continued that she hoped funds would be available to allow a Committee member or members to attend the annual Florida Housing Coalition conference in August. Ms. Williams stated that she will draft an email to the City Attorney's Office requesting the allocation of funds for this purpose.

8. Public Comments

None.

NEXT SCHEDULED MEETING DATE: January 12, 2026

ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 10:21 a.m.

Affordable Housing Advisory Committee

December 18, 2025

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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.]