

5. Old Business

I. Status of Affordable Housing Trust Fund Balance and detailed activity information request

Ms. Carter advised that the Affordable Housing Trust Fund balance remains \$620,274.40, which is the same as reported in December 2025. No additional detailed information is available at this time.

II. Status update – Affordable Housing Trust Fund Policy and Procedures document

Ms. Carter stated that this document will go before the City Commission on February 17, 2026. Staff is preparing a Commission Agenda Memo (CAM) for this item.

III. Status update – Florida Housing Coalition AHAC Support Initiative Application

Ms. Carter reported that the Affordable Housing Advisory Committee's (AHAC's) application to the Florida Housing Coalition was submitted by the deadline of December 19, 2025 and is still under review.

IV. Review and discuss feedback to draft PowerPoint presentation created by staff for strategies to present 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)

It was noted that no date has been set thus far for the AHAC's joint workshop with the City Commission in 2026. Ms. Williams stated that Deputy City Manager Chris Cooper had requested that the Committee add a number of discussion items to the Agenda, including discussions of both accessory dwelling unit (ADU) policies and incentives.

6. New Business

The following Items were taken out of order on the Agenda.

VI. Discussion of ADU policy, particularly in the following areas:

- 1) Impact fee waivers,**
- 2) Project type and population, and**
- 3) Amendments to City Code**

Chair Spragg advised that the Committee members had received copies of City Code related to ADUs for review, and recalled that their 2025 Affordable Housing Incentives Report included incentives which addressed ADUs.

Ms. Williams explained that the City is developing an ADU Action Plan. The Deputy City Manager would like the Committee to review current Code relating to ADUs to determine if they would recommend any Code changes or additions.

Ms. Carter added that the Committee should focus on Section 8 of Code, which addresses ADUs. Ms. Williams also recommended reviewing Item 5, which states that an ADU, together with the principal dwelling, shall not exceed the maximum density permitted by the zoning district in which it is located. Each zoning district establishes the minimum parcel size for ADUs within those districts.

Ms. Williams suggested that the Committee may wish to invite a representative of the City's Planning and Zoning Department to review ADU requirements for each of the zoning districts, as well as any additional benefits that may apply under Florida's Live Local Act. This would help the Committee members have a clearer understanding of Code as well as any changes they may recommend.

Commissioner Dr. Beasley-Pittman recommended the clarification of the City Commission districts in which various zoning districts and neighborhoods are located to give the Committee a better understanding of Code.

Vice Chair Jairam commented that another consideration to keep in mind is the potential effect of additional development on flooding in City neighborhoods and zoning districts, pointing out that not all neighborhoods have similarly successful drainage plans.

Chair Spragg recalled that the Board's recommendation from the 2025 Affordable Housing Incentives Report regarding ADUs was to conduct a thorough review of existing zoning and land use regulations which limit the feasibility of these units in single-family zoning districts. The recommendation includes evaluation and possible revision of restrictions related to setbacks, parking requirements, and other design standards.

Commissioner Dr. Beasley-Pittman asked if Fort Lauderdale's zoning requirements are consistent with Broward County requirements, and if not, how the two entities' requirements can be compared. Ms. Williams replied that she would provide this information at a subsequent meeting.

Chair Spragg recalled that the Committee had also made a recommendation related to impact fee waivers. Their recommendation in the Incentives Report was to establish a dedicated funding source that would provide grants for construction and renovation of affordable housing to offset the costs of development. The grants could also be used to help homeowners invest in affordable housing solutions such as ADUs. Ms. Williams stated that she understood the Deputy City Manager's request of the Committee to include a deeper dive into impact fee waivers in order to determine how those waivers could be applied to projects, including but not limited to ADUs.

Chair Spragg added that the recommendations in the 2025 report had also included expansion and codification of impact fee waivers to include all qualifying affordable housing development, particularly for development serving households that earn less than 50% of area median income (AMI). The recommendation suggested that this change should mirror Broward County's existing 100% impact fee waiver for eligible projects.

Commissioner Dr. Beasley-Pittman observed that the intent of reviewing Code related to ADUs appeared to be facilitating their placement on individual properties to serve as affordable housing. She pointed out that while this can be an expensive process, prefabricated ADUs provide another option which may be significantly less costly.

Commissioner Dr. Beasley-Pittman continued that most of the larger residential lots that could accommodate ADUs are located in Commission district 3, which is her district and has been historically underserved. If the construction of ADUs cannot be made more affordable, it is unlikely they will be developed for affordable housing. She concluded that it is important to take different City zoning districts and neighborhoods into account when discussing ADUs.

Vice Chair Jairam requested clarification of how properties that add ADUs would be reassessed for taxes once the second structure is added, including how homestead and age-related exemptions would apply. Ms. Williams advised that adding an ADU would increase property values, which would in turn increase property taxes. City Staff has met with the Broward County Property Appraiser's Office to discuss the possibility of providing those owners with tax exemptions so the renovated properties do not become unaffordable.

Chair Spragg asked if it would be possible at the City or County level to adjust exemptions for property taxes. Ms. Williams replied that she would need to look into this further, as she did not have information on the mechanism for adjusting these taxes. Commissioner Dr. Beasley-Pittman observed that this could be another point of discussion between the City and the Property Appraiser's Office. She noted that the Broward League of Cities may be able to provide more information on how other Broward communities address or encourage ADUs.

Ms. Williams continued that the Committee would need to discuss ADUs further before drafting future suggestions for the City. She reiterated her earlier recommendation to

invite a representative of Planning and Zoning to provide more information on ADU options.

Ms. Williams continued that Item 7 of the Code provided to the Committee members states that no ADU shall be built on lots in RS-8 or RD-15 zoning districts for the purpose of quartering or housing; however, she also pointed out that these two zoning districts are more likely to have large lots. She agreed with Commissioner Dr. Beasley-Pittman that a breakdown of zoning districts by Commission district would be helpful in analyzing aspects of Code.

Ms. Williams also asked if the Committee members were interested in speaking with a representative of the Broward County Property Appraiser's Office at an upcoming meeting. There was Committee consensus to look into this possibility.

VII. Assign timeline and tasks to 2026 AHAC meeting schedule

Chair Spragg called the members' attention to the AHAC work plan, which had been sent via email. She noted that the current deadline by which the 2026 Incentives Report should be submitted to the City Commission for approval is November 9, 2026. She asked if minutes from the Committee meeting that included the public hearing on the Report would need to accompany the submission of the report, which would mean the public hearing may need to be done at an earlier date than in 2025.

Ms. Williams confirmed this, explaining that in the past, the Committee was able to submit draft minutes of the public hearing; however, more recently the Commission has requested the inclusion of finalized minutes in order to ensure there are no changes to the document. Chair Spragg observed that this would mean the final draft of the 2026 Report should be finalized in August 2026, followed by the public hearing in September. The September minutes, including the public hearing, would be approved in October and included with the finalized report. Ms. Williams updated the work plan document to reflect this change.

Chair Spragg requested additional information on an item that mentioned the Local Housing Assistance Plan (LHAP) in terms of selecting an incentive strategy for 2026. Ms. Williams explained that while the City is asked to develop incentive strategies for affordable housing each year, they are not required to submit all of these strategies every year. She proposed that the Committee focus on a single strategy that they would like to see implemented in the same year. This would require additional research from the Committee members on the single incentive before making solid recommendations on how to implement the proposed changes.

Ms. Williams continued that the members would need to look into ways in which the selected incentive can be implemented, as well as how its implementation might affect the City. She felt this process would yield greater results over time and provide the AHAC with information for more robust discussions when they meet with the City Commission.

Chair Spragg asked how this might affect future joint workshops with the Commission. Ms. Williams stated that these workshops may become semiannual rather than quarterly, and would focus solely on the one selected incentive and nothing else. She suggested selecting a single incentive and developing it every six months. The Committee would address two incentives per year using this proposed method.

Ms. Carter suggested that at the February 2026 meeting, the Committee members consider and vote upon which incentive they would like to focus on first. It was determined that this would be discussed further at the March meeting after a new Chair and Vice Chair have been elected.

Mr. Degirolamo arrived at 9:48 a.m.

VIII. Discussion of election – 2026 Chair and Vice Chair at February 2026 meeting

Chair Spragg asked if any of the members were interested in serving as Chair or Vice Chair, recalling that Mr. Condon, who was not present, had previously expressed an interest in the position of Chair. Vice Chair Jairam indicated her interest in continuing to serve as Vice Chair.

IX. Discussion of Committee vacancies, particularly in areas

- 1) Related to affordable housing; banking or mortgage banking industry, representing labor in homebuilding, for-profit housing providers, non-profit housing providers, and**
- 2) Serving on the local planning agency, representing employers in the jurisdiction, and Essential services personnel as defined in the Local Housing Assistance Plan**

Chair Spragg asked if Staff was aware of any new applications from individuals interested in serving on the AHAC. Ms. Williams replied that applications are first reviewed by the City Clerk's Office, then placed on a CAM for approval. Staff liaisons are notified once the appointments are approved by the Commission.

Ms. Williams recalled that the December AHAC meeting included discussion of Community Development Block Grant Disaster Recovery (CDBGDR) funds. While this grant opportunity does not fall under the Committee's regular purview, she explained that the City was allocated \$88 million in disaster recovery funds in 2025. One criterion for use of the funds is that the use must be related to the April 2023 flood.

In developing an Action Plan for these funds in partnership with a consultant, the City has determined that approximately \$18 million can be used toward affordable housing

development. This is an eligible use because individuals and families may have been displaced and/or affordable units lost as a result of the flood.

It is not yet known what this development might look like. Ms. Williams advised that this conversation at the City level also involves the City's homeless initiatives team, which hopes to make affordable housing resources available for individuals experiencing homelessness. While the discussion initially focused on permanent supportive housing, the City has since changed its focus for two reasons: the grant is a one-time funding source, which means it cannot provide ongoing support, and there are discussions at the federal level which indicate a desire to move away from permanent supportive housing and toward self-sufficiency. Transitional housing is not an eligible use for CDBGDR funds.

Ms. Williams continued that the affordable housing that can be provided through the grant funds may take various forms. The City anticipates releasing a request for proposal (RFP) for affordable housing development. The AHAC, along with other advisory bodies and residents, will have a voice in this process. It is not yet known which population in need of affordable housing will be targeted, or if projects will target a mixture of populations earning different income levels. Ms. Williams noted that a mixed development with units available to households earning from 30% to 140% of area median income (AMI) would be both more sustainable and more attractive to developers.

Ms. Williams referred the members to the City's CDBGDR web page for additional information and documentation on the grant funds. The City has received approval of its Action Plan from the U.S. Department of Housing and Urban Development (HUD) and is awaiting full execution of the agreement, which is anticipated by the end of January 2026. In addition to the affordable housing allocation, residents who were impacted by the flood will have the opportunity to apply for CDBGDR dollars toward eligible costs. There will also be an option allowing individuals to request refunds of costs not covered by other sources, such as insurance or federal disaster recovery funds.

Chair Spragg asked what the Committee can do to be helpful to the City regarding the use of the affordable housing allocation. Ms. Williams replied that they can provide ideas on what should be included in the City's affordable housing RFP.

Ms. Wilson asked if there are any existing developments that provide shared housing. Ms. Williams replied that this is a relatively recent phenomenon and less simple than it may sound. She explained that many individuals experiencing homelessness may have health conditions or disorders which can make it difficult to place them into a shared space. There is also little regulation of these spaces at present.

It was asked if the \$18 million would be available in totality for a single project or broken up into multiple components. Ms. Williams advised that the City is looking for input on this, as it may be possible to realize multiple projects if the allocation is used to provide gap financing for developers who bring their own funding to those projects.

Chair Spragg stated that there has also been previous discussion of AHAC outreach to the City's Budget Advisory Board (BAB). Ms. Williams noted that it has not been determined what the two advisory bodies would meet to discuss.

Chair Spragg continued that she had reviewed the 2025 Incentives Report and identified all incentives that have budget implications. Ms. Williams confirmed that the document the Chair had prepared with this information would be circulated to the Committee members in advance of discussion at the next meeting.

Ms. Williams asked if Mr. Degirolamo wished to add anything to the Committee's earlier discussion of ADUs, which had taken place before he joined the meeting. Mr. Degirolamo asked if any feedback on this topic has been provided by the City's neighborhood organizations. Commissioner Dr. Beasley-Pittman replied that the Commission has not had a substantive conversation on this issue thus far, but noted that she has discussed it with homeowners' and civic associations in her district, as many large residential lots are located there. Mr. Degirolamo observed that one way to get feedback on the issue of ADUs would be outreach to these organizations' presidents or representatives.

Chair Spragg noted that the Action Plan regarding ADUs lists community focus groups as a means of education. Mr. Degirolamo suggested that there could also be outreach to the Council of Fort Lauderdale Civic Associations, which includes the presidents of neighborhood and civic associations. Ms. Williams stated that she plans to give a presentation to the Council on the CDBGDR funds.

5. Guest, City Manager Rickelle Williams – 10:15 AM

Ms. Garcia reported that City Manager Rickelle Williams would not be able to attend today's meeting as planned. She has committed to attend the February meeting and Staff will follow up with her office to provide additional details.

X. Agenda items for next meeting

Ms. Williams reviewed the following Agenda Items for the February 2026 meeting:

- Presentation by Planning and Zoning to discuss ADUs
- Discussion with the City Manager
- Committee elections
- A deeper dive into CDBG
- Discussion items with the Budget Advisory Board
- Update on prospective joint workshop with the City Commission
- Ongoing updates of Old Business items

Chair Spragg continued that a representative of the Property Appraiser's Office would be invited to make a presentation at the March meeting. There would also be further discussion of the proposed single-incentive strategy, as well as discussion of potential guest speakers for the remainder of 2026.

Ms. McKay asked if the Committee could invite community activist Roosevelt Walters to attend another upcoming meeting. Ms. Williams advised that this could be scheduled after March 2026.

7. Good of the order

None.

8. Public Comments

Scarlett Perez, representing McDowell Housing Partners, briefly reviewed some of the company's developments in nearby Broward municipalities and elsewhere in Florida. Mr. Degirolamo emphasized the importance of the Committee acting as an ally to affordable developers.

NEXT SCHEDULED MEETING DATE: February 9, 2026

ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 10:51 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.]