



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, FEBRUARY 9, 2026 – 9:00 A.M.

**Cumulative**

<b>AHAC Committee Members</b>	<b>2026 Attendance</b>	<b>Present</b>	<b>Absent</b>
Susan Spragg, Chair	P	2	0
Shantel Jairam, Vice Chair	P	2	0
Commissioner Dr. Pamela Beasley-Pittman	P	1	1
William Condon	P	1	1
Rich Degirolamo	A	1	1
Erin Lecuyer	P	1	0
Willie McKay	P	2	0
Agustina Sklar (arr. 9:40)	P	1	1
Amanda Wilson	P	2	0

**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  
Porshia Garcia, Community Services Department Director  
Katrina Johnson, Acting Community Services Department Assistant Director  
Rickelle Williams, City Manager  
Amanda Hatter, Planner, Housing and Community Development  
J. Opperlee, Recording Clerk, Prototype, Inc.

**Communication to the City Commission**

None.

**1. ROLL CALL / DETERMINATION OF QUORUM (5)**

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**

Chair Spragg reported that Fort Lauderdale’s Affordable Housing Advisory Committee (AHAC) is one of four throughout the state of Florida which was selected to participate in the Florida Housing Coalition’s AHAC Support Initiative. She encouraged the members to take advantage of educational training opportunities and publications offered by national, state, and local entities with a focus on housing.

New Committee member Erin Lecuyer introduced herself at this time.

### **3. APPROVAL OF PREVIOUS MEETING MINUTES – January 12, 2026**

**Motion** made by Vice Chair Jairam, seconded by Ms. Wilson, to approve. In a voice vote, the **motion** passed unanimously.

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

None.

### **5. Old Business**

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

Ms. Carter reported that the Affordable Housing Trust Fund Balance is currently \$970,274.40. Staff has very recently received the requested detailed activity documentation, which will be sent to the members later in the day.

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

#### **III. Florida Housing Coalition AHAC Support Initiative Approval and next steps**

##### **a. Documents submitted for Review**

##### **i. 2024 AHAC Incentive Strategies Report**

##### **ii. 2025 AHAC Incentive Strategies Report**

##### **iii. Affordable Housing Trust Fund Policies and Procedures**

Ms. Carter stated that the Florida Housing Coalition's AHAC Support Initiative provides technical assistance to advisory bodies focusing on affordable housing in the state of Florida. A kickoff meeting was held the previous week. The initiative has a four-month time frame from March to June 2026.

One request from the Florida Housing Coalition was for the Committee to provide them with current and previous AHAC Incentive Strategies Reports. These have been transmitted to the Coalition along with the Affordable Housing Trust Fund Policy and Procedures. Ms. Carter clarified that the policy and procedures document was originally

intended to go before the City Commission for approval on February 17, 2026; however, its presentation was postponed so the Coalition could provide valuable feedback on those policies and procedures.

**b. Survey to be emailed to AHAC members by end of February**

Ms. Carter continued that the Florida Housing Coalition will send the Committee members a survey to request their feedback on the AHAC's needs. This will help them develop an individualized plan for the Committee.

**c. Initial meeting with AHAC – March 9<sup>th</sup> AHAC meeting**

Representatives of the Coalition plan to meet with the Committee via communications technology at the next scheduled meeting, which is March 9, 2026. Ms. Carter estimated that approximately one hour will need to be set aside for this discussion. The Coalition will continue to provide feedback during the four-month timeline of the initiative.

**d. Initiative timeline March-June 2026**

The Florida Housing Coalition will meet with the AHAC for the second and final time in June 2026 at the end of the timeline.

**IV. Review PowerPoint presentation created by staff for strategies to present at City Commission Joint Workshop February 17, 2026**

Chair Spragg reported that the Committee's next joint workshop with the City Commission is scheduled for 12 p.m. on Tuesday, February 17, 2026 at the Broward Center for the Performing Arts. She encouraged as many AHAC members as possible to attend.

Chair Spragg continued that while the draft PowerPoint presentation for the joint workshop will not be finalized until it is added to the workshop's Agenda, the Committee members have reviewed its content over the past few meetings. She requested feedback from the members on the draft presentation.

**a. Public awareness and education**

Ms. Wilson asked if the members will be asked to provide examples of how public awareness and education, such as increased communication and marketing to City residents, might be achieved. Commissioner Dr. Pamela Beasley-Pittman advised that information on initiatives will be provided to the City Commission through the City Manager. Staff will review the information and prepare recommendations or instructions on how to move forward. She felt it could be helpful to provide the Commission with feedback on how these goals might be achieved.

Ms. Lecuyer noted that there may be discrepancies between what the Commission feels are effective means of communication to residents and how those residents actually receive the information. Commissioner Dr. Beasley-Pittman confirmed that this has been a challenge in the past, particularly in Commission District 3, where broadband and other communications technologies are not widespread.

Ms. Williams recalled that other previously used options were placement of information in public libraries and dissemination through nonprofit entities; however, she noted that most libraries no longer carry this information unless it is part of a partnership with the City. Commissioner Dr. Beasley-Pittman emphasized the importance of sharing information on housing opportunities through civic associations as well as word-of-mouth.

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

Chair Spragg advised that there is currently legislation under discussion at the state level which would address zoning regulations for smaller lots. This could encourage the use of those lots for residential development, particularly with regard to accessory dwelling units (ADUs).

Chair Spragg suggested that Ms. Williams speak on behalf of City Staff at the upcoming workshop.

It was also noted that the Incentive Strategies Report recommends preparing a printed inventory of public land suitable for the development of affordable housing. The Committee has discussed the possibility of updating this list more often than the three-year period required by the state of Florida.

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

**V. Status of Items for Budget Advisory Board**

**a. AHAC Recommendations with Budget Implications**

Chair Spragg recalled that this Item has been discussed over several months, and the most recent discussion included a synopsis of items from the 2025 Incentive Strategies Report which would require funding. These could be part of different Departments' budgets or could be presented to the Commission as part of a decision package from Staff.

Chair Spragg reviewed some of the previously discussed items that could be presented to the Budget Advisory Board (BAB), including:

- Impact or filing fee waivers

- Identification of funding sources
- Establishment of an ADU grant fund
- Housing market study
- Affordable Housing Master Plan
- Annual general revenue allocation to the Affordable Housing Trust Fund from the City's General Fund
- Setting aside incremental tax revenue from new development

Ms. Williams stated that there can be further discussion of creating a decision package with these and other items. She suggested that the Committee may wish to have further discussion of funds to be placed in the Affordable Housing Trust Fund, as well as discussion of additional staffing and/or the development of an Affordable Housing Master Plan or other plans.

Ms. Williams continued that the City's Comprehensive Plan includes a housing element, which includes broad criteria addressing what Fort Lauderdale would like to accomplish. The Comprehensive Plan is available on the City's website.

Chair Spragg recalled that there had been previous Committee discussion of a joint meeting between the AHAC and the BAB, or of the AHAC making a presentation at a BAB meeting. The Committee discussed this further, including the adaptation of elements of the AHAC's presentation to the Commission for presentation to the BAB as well.

Ms. Sklar arrived at 9:40 a.m.

Commissioner Dr. Beasley-Pittman pointed out that the BAB has recognized some areas of the City's budget are "over-funded," and has requested that the Commission reconsider the funding of some items in the past. She cited nonprofit donation requests as one example, suggesting that the Committee may wish to propose an alternative use for these dollars toward affordable housing priorities.

## **6. New Business**

### **VI. Welcome New AHAC Member – Erin Lecuyer**

### **VII. Guest: City Manager Rickelle Williams**

Fort Lauderdale City Manager Rickelle Williams introduced herself to the Committee members, recalling that during the interview process for her position, the City Commission had demonstrated a focus on affordable housing as a priority. She recalled her experiences working on affordable housing projects at different levels throughout her career, including infill housing, multi-family development, tax credits and other public subsidies, and implementation of supportive programs and services. She expressed confidence in Housing and Community Development Staff and other members of the City's administrative team.

The Community Services Department includes Housing and Community Development, which will work alongside members of the City's Homeless Outreach Team to focus on both housing and homelessness. This will help address the housing crisis from different ends of the spectrum. City Manager Williams noted that the AHAC has already recommended incentives for affordable housing, many of which have been adopted by the City and offered to the development community and other service providers.

City Manager Williams noted that while the AHAC has been at the forefront of recommending various initiatives, they now wish to see more data, including outcomes based on their recommendations. She characterized this as a significant opportunity to demonstrate how the City's efforts are working. While the City is not investing in most affordable housing development, they may provide a percentage of these costs in some projects in which they participate. She felt the best way forward was to make this process easier for developers. This can be done by prioritizing projects with an affordable component, providing a higher level of service to more inclusive projects.

Another opportunity is for Fort Lauderdale to consider housing opportunities for City Staff. There are approximately 3,000 City Staff members in Fort Lauderdale, and the City can take steps to encourage them to both live and work here. She recommended identifying opportunities to ensure City employees are greater participants in some of the projects Fort Lauderdale supports.

The City has developed an Economic Development Division within its Community Services Department which will highlight Fort Lauderdale as a place for business. City Manager Williams pointed out that when employers consider relocation to a city, they want to know about its housing options for the full range of their employees. Fort Lauderdale hopes to support some of the incentives put forth by the Greater Fort Lauderdale Alliance as well as providing a range of housing opportunities throughout different areas of the City.

Another consideration is public safety, including the City's Police and Fire services. Developers may be less interested in investing in areas of the City that may be perceived as less safe. The City is addressing these areas with both enforcement resources and community policing efforts.

City Manager Williams emphasized the need for the City to reflect the ideals of its communities and project excellence. She noted that Commissioner Dr. Beasley-Pittman has tasked City Staff with ensuring that Fort Lauderdale is more equitable in the eyes of developers. This may include smaller-scale affordable developments, such as town homes and infill housing. The CRA focuses not only on large multi-family projects but these smaller developments as well that blend into the existing character of the community.

City Manager Williams also addressed economic development in terms of generational wealth, pointing out that housing is the key to this opportunity for many families. This means there should be opportunities for home ownership as well as rental, as ownership can create more stability in the community. Another area of focus is Code Compliance, which helps foster more beautiful communities. She has asked the Community Services Division to consider the Code Compliance budget to determine how these services can be enhanced on a City-wide basis.

Commissioner Dr. Beasley-Pittman requested feedback from City Manager Williams regarding opportunities for the construction of accessory dwelling units (ADUs). City Manager Williams advised that there are several opportunities for these units, particularly in single-family neighborhoods with significant land space. She emphasized the need for the City to incentivize this development so there is a benefit to the property owners who build them.

City Manager Williams continued that one challenge related to ADUs is to avoid creating an environment in which short-term rentals are developed. This will require efforts from Code Compliance to protect against this possibility, such as prohibitions on this specific use by requiring leasing arrangements of at least one year. The intent of promoting ADUs is to provide long-term housing affordability.

Mr. Condon advised that the costs of constructing ADUs may be a deterrent, as the rent these units may provide would be significantly less than the capital outlay needed to build them. He emphasized the need for financial incentives, such as zero- or low-interest loan funding, to make ADUs more affordable. City Manager Williams replied that there may be opportunities for strategic funding and loan partnerships in which the City is involved. Other possibilities may include cultivation of a pool of builders who can provide construction at certain price points.

Chair Spragg asked if there is tracking data available to show how many affordable units the City may need, as well as those units that are already being planned or are under construction. City Manager Williams replied that the City has data on the number of units permitted at various affordability levels if the City has contributed some type of subsidy; however, there is little information of this nature from the private sector, including affordability levels, as the City has not been part of this process. She agreed that the City should dedicate more time and resources to tracking this data.

Vice Chair Jairam noted that another significant concern involving ADUs is the effect of their construction on homeowners' property taxes. She suggested one way to address this could be creation of a program that assesses the value of an ADU without creating a spike in property taxes. Housing and Community Development Manager Williams noted that Staff has requested that a representative of the Broward County Property Appraiser's Office discuss this concern and potential solutions at a future Committee meeting.

Chair Spragg stated that the Committee has sought information on payments in lieu as a potential source of revenue for the Affordable Housing Trust Fund, but has had difficulty getting this information. She recalled that the original proposed payment in lieu was approximately \$35,000 per unit to \$10,000 per unit in projects that do not provide an affordable component, and asked if there are any additional ways to add to the Trust Fund, or if there is any appetite for the City to require a higher fee than what is mandated by Broward County.

City Manager Williams replied that one approach considered by the City Commission was to identify dedicated funding for affordable housing. She offered the example of a public-private partnership in which the City shares revenue; the Commission could dedicate a portion of that revenue specifically to affordable housing. The Commission is looking at opportunities to repurpose existing money rather than to identify new funding. She was not certain that a payment in lieu that exceeds the County amount would be the best approach, although this too would be a policy decision.

Chair Spragg requested the City Manager's feedback on the issues of greatest concern that the Committee should prioritize in 2026. City Manager Williams replied that this would be collecting data, noting that City Staff can assist with this.

It was suggested that this data could eventually be used to draft an Affordable Housing Master Plan at a later date. City Manager Williams advised that while Master Plans can be useful guides, some of these plans are used more effectively than others. If they are not developed with future conditions in mind, they can easily become outdated. She emphasized that data provides a framework, while Master Plans are more visionary in nature and can be used to order initiatives for implementation over time.

City Manager Williams also referred to the housing elements of the City's Comprehensive Plan and the CRA's Redevelopment Plan. She concluded that she would not recommend dedication of significant financial resources toward a Master Plan at this time, as there is other work to be done first to compile information on affordable housing needs.

Chair Spragg asked how City Manager Williams felt the AHAC could best serve Fort Lauderdale residents. City Manager Williams confirmed that one way could be serving as an interface between residents and City Staff or the City Commission. She noted that Commissioner Dr. Beasley-Pittman also helps bridge the gap between the Committee and the broader community in her capacity as an elected leader with a constituency. She added that the Committee members' backgrounds reflect the information the community should be able to access, providing experience to their discussions.

Ms. Wilson asked if it would be possible to ensure more money goes into the Affordable Housing Trust Fund. City Manager Williams reiterated that she would like to explore the possibility of allocating a portion of an existing revenue stream into the Trust Fund on an annual basis. This would require additional discussion by the City Commission. She acknowledged that there has been discussion at the state level of limiting local initiative

taxes such as Broward County's penny transportation surtax, which would mean those options are less likely than they have been in the past. Ms. Wilson emphasized that with continuing development and increased revenue, she would like to see this revenue used to assist residents across all income levels.

Chair Spragg requested clarification that responses to the questions submitted to the City Manager in writing before today's meeting would be provided later in written form. Ms. Garcia confirmed this.

City Manager Williams thanked the Committee for their service to the community.

The Committee revisited the upcoming presentation to the City Commission in light of their discussion with the City Manager. It was determined that changes would be made to the slides to ensure inclusion of data regarding market rate housing, all income levels, and other information useful in advancing affordable housing priorities. Mr. Condon recommended the addition of language proposing the engagement of a consultant to perform a housing study for Fort Lauderdale to identify existing and future housing needs based on data from the community, including both current and projected market rates and applicability to all income levels.

#### **VIII. SHIP 2022-2025 LHAP approved Technical Revisions**

- a. Increase Emergency Repair Program limit from \$15,000 to \$20,000**
- b. Increase Homeowner Rehabilitation Program limit from \$60,000 to \$85,000**

Ms. Carter explained that the 2022-2025 Local Housing Assistance Plan (LHAP) caps the Emergency Repair Program at \$15,000 and the Homeowner Rehabilitation Program at \$60,000. Staff has requested that these caps be increased to \$20,000 and \$85,000 respectively, as the scopes of work for both types of projects are coming in at higher amounts. The State Housing Initiative Partnership (SHIP) has agreed to increase both limits. These are technical revisions only, as they do not propose amendments to any strategies.

#### **IX. Election of 2026 Chair and Vice Chair**

**Motion** made by Ms. Wilson, seconded by Ms. Sklar, to nominate Bill [Condon] as Chair. In a voice vote, Mr. Condon was unanimously elected.

**Motion** made by Ms. Wilson, seconded by Ms. McKay, to nominate Shantel [Jairam] as Vice Chair. In a voice vote, Ms. Jairam was unanimously reelected.

- X. Identification and selection of one incentive to focus on over the next six months for semi-annual Joint Workshop with City Commission**
- XI. Future Speakers: March – Broward County Property Appraiser’s office**

It was confirmed that a guest speaker from the Broward County Property Appraiser’s Office would be invited to address the Committee after the March 9, 2026 meeting.

#### **TBA – Roosevelt Walters**

Mr. Condon recommended that the Committee reach out to members of the development community. He pointed out that the City Manager had referred to developers who are interested in smaller affordable projects and suggested that the Committee should hear from them.

Ms. Williams advised that there is a group of Community Housing Development Organizations (CHDOs) consisting of smaller nonprofit developers who build infill projects and other small projects. Some of the City’s funding sources, such as Home Investment Partnership, require that the City work with these organizations. Vice Chair Jairam recommended outreach to larger for-profit developers of affordable housing as well, particularly those based in Fort Lauderdale and Broward County.

#### **7. Agenda items for the next meeting**

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

Ms. Carter noted that a discussion and potential vote on which single incentive the Committee wished to focus on for the next several months would be placed on the March Agenda. The Committee’s electronic meeting with the Florida Housing Coalition will also be at the March meeting.

#### **8. Good of the order**

Ms. Wilson advised that Florida water utilities are now assigned to property owners rather than individual tenants of a building, and noted that this may affect rents going forward. She asked if this would affect City programs for renters in need of short-term assistance. Ms. Carter clarified that these funds do not cover utilities, but apply to rent and other types of assistance. There is a separate municipal affordability program that applies specifically to overdue water bills.

#### **9. Public Comments**

None.

Ms. Carter thanked outgoing Chair Spragg on behalf of the Committee and Staff for her years of service to the City.

**NEXT SCHEDULED MEETING DATE: March 9, 2026**

**ADJOURNMENT**

There being no further business to come before the Committee at this time, the meeting was adjourned at 11:08 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.]