



AFFORDABLE HOUSING ADVISORY COMMITTEE
914 SISTRUNK BOULEVARD, SUITE 100
FORT LAUDERDALE, FLORIDA 33311
MONDAY, SEPTEMBER 8, 2025 – 9:00 A.M.

Cumulative

AHAC Committee Members	2025 Attendance	Present	Absent
Susan Spragg, Chair	P	8	0
Shantel Jairam, Vice Chair	P	6	2
Commissioner Dr. Pamela Beasley-Pittman	P	8	0
William Condon	P	7	1
Rich Degirolamo	A	7	1
Mindy Figueroa	P	5	3
Willie McKay	A	7	1
Roderick Newkirk	A	4	4
<i>(1/25 absence excused)</i>			
Agustina Sklar	P	6	1
Amanda Wilson	P	8	0

Staff

Olivette Carter, Assistant Manager, Housing and Community Development/Committee Liaison
Angella Walsh, Administrative Assistant, Housing and Community Development
Denise Graham, Housing and Community Development
K. Cruitt, Recording Clerk, Prototype, Inc.

Communication to the City Commission

1. ROLL CALL / DETERMINATION OF QUORUM (6)

Chair Spragg called the meeting to order at 9:06 a.m. Roll was called and it was noted a quorum was present.

2. WELCOME INTRODUCTION

3. APPROVAL OF PREVIOUS MEETING MINUTES – August 11, 2025

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

4. PUBLIC HEARING: Approve Affordable Housing Incentives Strategy Report 2025

Chair Spragg explained that the required 30 days' public notice for the public hearing was not posted, which meant the Committee may not vote to approve the 2025 Affordable Housing Incentives Strategy Report at today's meeting. The public hearing will be held and the report approved at the October 20, 2025 meeting, which means the document will go to the City Commission for approval in November. The report must be filed with the Florida Housing Coalition before the end of the calendar year.

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

None.

6. Old Business

I. Affordable Housing Trust Fund Balance Update

Ms. Carter advised that there were some discrepancies in this information, and she is awaiting clarification of the numbers.

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

Ms. Carter reported that this update is still pending.

III. Update on communication follow up from February 18 Joint workshop City Commission

Ms. Carter stated that this communication has been sent to the City Commission and she is awaiting feedback.

IV. Update on communications to City Commission:

a. AHAC presentation to Budget Committee at the October meeting

b. June 30 joint workshop with City Commission

c. Request for joint meeting with Homeless Committee

Ms. Carter explained that these items are currently in process. She added that it has been suggested that the Committee's proposed presentation to the City's Budget Advisory Committee be pushed back to a later date.

7. New Business

I. Review and discuss Three strategies for presentation on October 7 City Commission joint workshop:

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

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

Chair Spragg advised that this Item is an expansion on one of the 2024 affordable housing incentives, which recommends preparing a printed inventory of locally owned lands suitable for affordable housing. The Committee has recommended that the City review and make changes to the procedure by which items are selected for this list, as well as to expand the list of suitable properties to include commercial and industrial sites. The Committee's proposal also includes changing City zoning regulations to allow smaller lots to be used for residential development and to consider the use of underused as well as vacant parcels.

Chair Spragg explained that information on the proposed talking points would be sent to Staff, who would compile them into a PowerPoint presentation. The Chair will then follow up with any additional comments the Committee felt should be addressed as part of the presentation.

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

Chair Spragg recalled that this strategy recommends the City fund a study of both public and private employees whose incomes are classified as low- to mid-range area median income (AMI), and to explore options and partnerships that encourage the expansion of affordable housing to attract and retain workers. She acknowledged that this recommendation is unlikely to be within the City's budget.

a. Public awareness and education

Chair Spragg continued that this strategy includes communication and marketing to improve public awareness when affordable units are available for rent or purchase. The recommendation is to increase communications with residents to offer opportunities for increased knowledge and financial readiness.

The following Agenda Item was revisited by the Committee.

3. APPROVAL OF PREVIOUS MEETING MINUTES – August 11, 2025

Chair Spragg stated that she had identified a correction to the August 11, 2025 meeting minutes, and requested that the Committee reconsider that Item.

Motion made by Chair Spragg, seconded by Mr. Condon, to reconsider. In a voice vote, the **motion** passed unanimously.

Chair Spragg explained that the August 11, 2025 minutes reflected two absences for Committee member Roderick Newkirk when they should show three absences. It was confirmed that this correction would be made.

The members reviewed the 2025 Affordable Housing Incentive Report and recommended minor revisions to the document's language and structure.

Chair Spragg advised that the October Committee meeting is scheduled for October 20, 2025 to avoid conflict with a federal holiday. The public hearing for the 2025 Affordable Housing Incentive Report will be scheduled for that date.

Chair Spragg requested that copies of the Incentive Report reflecting today's revisions be provided to the members no later than September 19, 2025 for further review before its approval at the October meeting.

II. Guest speaker for October 20 AHAC meeting: Roosevelt Walters

Chair Spragg stated that guest speaker Roosevelt Walters will make a presentation at the October 20, 2025 meeting. Mr. Walters is a civic leader and longtime businessman in the Sistrunk Boulevard area and was instrumental in the establishment of the City's Affordable Housing Trust Fund.

III. Guest speaker for November 10 AHAC meeting: Sandra Veszi Einhorn

Chair Spragg continued that she has spoken with future guest speaker Sandra Veszi Einhorn, who has confirmed availability for November 10, 2025.

IV. Guest speaker for November 10 Related Group developer

Chair Spragg recalled that there was previous discussion of scheduling a guest speaker from the Related Group at the November 10 meeting. She requested feedback from the Committee members regarding topics for this presentation. Ms. Sklar suggested that the speaker address how affordable developers work with cities and counties, including information on funding as well as the application process for prospective residents. Chair Spragg added that she would also like information on the use of low income tax credits for affordable projects.

Ms. Sklar suggested that she could also reach out to a representative of a development firm which exclusively provides affordable housing.

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

VI. Proposed Allocation and Budget SHIP FY25-26

Ms. Carter stated that for fiscal year (FY) 2025-2026, the City has been allocated \$1,321,921 in State Housing Initiative Partnership (SHIP) funds. She reviewed the following proposed breakdown of these funds:

- Emergency repair: \$300,000, which would assist 15 households
- Owner-occupied rehabilitation: \$510,000, which would assist six households
- New construction for home ownership: one household
- Purchase assistance: one household
- Rental assistance for elderly persons: four households
- Rapid re-housing: two households

Ms. Carter explained that the allocation is slightly less than the amount projected in the FY 2025-2026 Local Housing Assistance Plan (LHAP), which had estimated \$1,432,920. The SHIP funding will go before the City Commission at their October 21, 2025 meeting.

Ms. Figueroa asked if any City entities involved in affordable housing have a presence on social media. She suggested that this could be one way to share information with the public. Ms. Carter explained that when funding from programs such as SHIP becomes available, this information is shared with the City's Communications Department, which oversees City social media. Information is also posted on the Housing and Community Development (HCD) website and distributed to a wide range of community partners for further dissemination.

Commissioner Dr. Beasley-Pittman advised that it can be difficult to reach households in need through internet sources, as internet access is limited in some areas. Community partners who help distribute information can include houses of worship, the YMCA, homeowners' and civic associations, libraries, and more.

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

V. Takeaways from Florida Housing Coalition Orlando Affordable Housing Conference August 25-27: Susan Spragg and Olivette Carter

Chair Spragg reported that she and Ms. Carter attended the recent Florida Housing Coalition Affordable Housing Conference. Copies of presentations and other electronic materials from conference and keynote sessions are not yet available. She attended breakout sessions on advocacy and action, current and pending Florida policies, faith-based initiatives and use of land, models for permanent affordable housing, solutions for the "missing middle" demographic, and local coalition-building.

Chair Spragg continued that the Florida Housing Coalition is offering a webinar on September 23, 2025 on affordable housing incentive strategies.

Vice Chair Jairam requested additional information on the use of church-owned land for affordable housing. Chair Spragg explained that this session featured a presentation by an affordable housing developer who focuses on using church land. Options include development of unused land, remodeling of existing facilities, and both partnership and sale opportunities.

Chair Spragg concluded that one key lesson from the conference is the importance of providing effective advocacy.

Ms. Carter advised that she attended some of the same sessions as the Chair, including the session featuring faith-based initiatives. She also attended a session on manufactured homes, which included accessory dwelling units (ADUs) as well as full-sized units.

Ms. Sklar provided a report on the recent Coalition to End Homelessness/League of Women Voters Homelessness and Housing Workshop, which was held on September 6, 2025. The event had over 100 attendees, including County representatives, stakeholders, nonprofit entities, and community members. The workshop featured two core presentations, one addressing strategies to assist homeless persons and one which focused on affordable housing. Recommendations generated in breakout sessions were collected and will be compiled into a report, which will be sent to the state, counties, and municipalities.

Ms. Sklar continued that research continues to show the affordable housing crisis affects a larger demographic than only households earning low incomes. Over 50% of South Florida households are currently cost-burdened, which means they are spending more than 30% of their income on housing. This prevents them from participating fully in the local economy and affects work retention rates.

A follow-up event is planned for approximately November 2025. Ms. Wilson added that the Broward Partnership for the Homeless is planning a seminar in October as well.

VII. Agenda Items for the next meeting

Chair Spragg concluded that the next meeting will include a speaker, updates to the Incentive Report, and further updates on items in process.

8. Good of the Order

Vice Chair Jairam advised that she had shared an email link with Staff which includes an Urban Land Institute tool which provides a visual representation of construction costs, subsidies, effective strategies, and more.

Ms. Sklar reported that a League of Women Voters event addressing affordable housing is scheduled for Friday, September 12, 2025 at the Stranahan House.

9. Public Comments

None.

NEXT SCHEDULED MEETING DATE: October 20, 2025

ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 10:47 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.]