



CITY OF FORT LAUDERDALE

Approved
MEETING MINUTES
CITY OF FORT LAUDERDALE
AFFORDABLE HOUSING ADVISORY COMMITTEE
100 NORTH ANDREWS AVENUE CITY
COMMISSION CHAMBERS
1ST FLOOR CITY HALL
MONDAY, JUNE 13, 2022 – 9:00 A.M.

Cumulative

January-December 2022

<u>Committee Members</u>	<u>Attendance</u>	<u>Present</u>	<u>Absent</u>
Brandon Stewart, Chair	P	6	0
Margi Nothard, Vice Chair	P	5	2
Alexander Coffey	A	0	2
William Condon	P	6	0
Leighton Lindo	A	2	2
Edwin Parke	P	6	0
Reed Solberg	P	5	0
Ryan Wipplinger	P	5	1
Mayor Dean Trantalis / (arr.9:04)	P	5	1
Scott Wyman, Alternate			

Staff

Avis Wilkinson, Housing Programs Administrator/Staff Liaison
Carla Blair, Recording Secretary, Prototype, Inc.

Communication to the City Commission

None.

I. ROLL CALL / DETERMINATION OF A QUORUM

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

II. APPROVAL OF MINUTES – May 9, 2022

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

III. OLD BUSINESS

- **Affordable Housing Trust Fund Balance – Avis A. Wilkinson**

Ms. Wilkinson stated that the balance of the Affordable Housing Trust Fund is \$614,235.09. There has been a slight decrease in earnings due to market trends. No funds are encumbered at this time.

Mayor Trantalis arrived at 9:04 a.m.

Ms. Wilkinson recalled that the Local Housing Assistance Plan (LHAP) for the State Housing Initiatives Partnership (SHIP) program in fiscal year (FY) 2022 through 2025 has already been prepared, including proposed strategies to address housing. Some of the strategies proposed within the LHAP include:

- Owner-occupied rehabilitation (\$60,000)
- New construction for home ownership (\$604,001)
- Emergency housing repairs (\$15,000)
- Rental assistance for the elderly (\$150,000)
- Rental development (\$250,000)

Ms. Wilkinson noted that some of these strategies will use grant funds, and some require the placement of a lien on the subject property, which means the funds must be repaid in full if the property is sold within that time frame. Administrative costs are limited to 10% of the total distribution. She also noted that there are other programs outside of the City that assist individuals and families in need, including a program which makes minor repairs for elderly homeowners, a Rebuilding Broward program, and a state grant program for weatherization of homes, among others.

Once the Commission Agenda Memo (CAM) for the 2022-2023 SHIP funds has been presented to and approved by the City Commission, these funds may be appropriated. Some of the strategies will be carried out through a City request for proposal (RFP), while others that will be administered through a Community Housing Development Organization (CHDO) that does not require the RFP process.

Chair Stewart observed that while Fort Lauderdale will receive \$1.7 million in SHIP funds, Broward County as a whole will receive \$18 million. Ms. Wilkinson pointed out that the County funds will cover non-entitlement municipalities that do not directly receive federal funds. These funds are distributed according to population and include unincorporated areas.

Ms. Nothard requested clarification of how funds will be used toward the rental development strategy. Ms. Wilkinson explained that the City will use these funds to sponsor one development. The developer must also bring funding to the table for this project.

Mayor Trantalis asked how these projects are overseen. Ms. Wilkinson replied that there are two construction review specialists who perform this task for the City. They are assigned to oversee each project and work directly with the contractors.

Motion made by Ms. Nothard, seconded by Mayor Trantalis, in support of the allocation that is before us, provided by Avis, for the SHIP funding for fiscal year 22-23. In a voice vote, the **motion** passed unanimously.

Ms. Wilkinson noted that a Commission Agenda Memo (CAM) is being prepared for the presentation of this item. She estimated that it may be presented in August 2022.

• 2022 Affordable Housing Incentive Plan

Chair Stewart recalled that Ms. Wilkinson provided the Committee members with a project work plan and timeline for the 2022 Affordable Housing Incentive Plan. Ms. Wilkinson explained that this annually required document is due to the Florida Housing Finance Corporation by December 31 of each year. This Plan reviews 11 mandated strategies and makes additional suggestions on how its incentive strategies may be improved. The incentives are intended to encourage developers to build affordable housing.

Ms. Wilkinson continued that the Committee is asked to review these incentives between the months of March and July 2022.. A draft Plan will be submitted to the Committee members in August 2022, and a public hearing will be scheduled so members of the public may provide feedback as well. In October, the Plan will be submitted to the City Commission for approval. The City Commission will then review the suggestions and provide instructions on how to proceed. Once they have approved the document, it will be sent to the Florida Housing Finance Corporation. She concluded that comments on the Plan should be sent to her office no later than July 28, 2022.

Ms. Nothard requested that further discussion of the Affordable Housing Incentive Plan be placed on the July 2022 Agenda. Ms. Wilkinson confirmed this, briefly reviewing the document with the Committee members. The 11 strategies used by SHIP, which are mandated for the City, include:

- Processing of approval and development orders for affordable housing projects should be expedited to a greater degree than other projects
- All allowable fee waivers must be provided for the development and construction of affordable housing
- Allowance of flexibility and densities for affordable housing
- Reservation of infrastructure capacity for housing for persons with very low to moderate incomes
- Affordable accessory residential units
- Reduction of parking and setback requirements
- Allowance of flexible lot configurations, including zero lot lines

- Modification of street requirements
- Establishment of a policy by which local government considers policies, procedures, Ordinances, regulations, or planned provisions that increase the cost of housing
- Preparation of a printed inventory list of public-owned lands suitable for affordable housing
- Supportive development near transportation hubs, major employment centers, and mixed-use development

Ms. Wilkinson encouraged the Committee members to share any additional incentive ideas with her office before the Plan is finalized.

Chair Stewart recalled that a number of City-owned properties have been transferred to the City's Northwest Community Redevelopment Agency (CRA) to be used for affordable housing. Ms. Wilkinson explained that the City is prohibited from giving away its land to private entities; however, they may give individual properties to the CRA, which is under no such prohibition. These properties are not currently reflected in the inventory.

Chair Stewart also noted that in February 2022, there were 71 City-owned surplus properties listed on the City's website, but only eight were earmarked for affordable housing. He asked if action could be taken to make additional properties appropriate for affordable housing. Ms. Wilkinson advised that the City will need to review these properties and determine the best fit for their use.

Ms. Nothard pointed out that the Northwest CRA is scheduled to sunset in 2025, and asked if there will be another strategy to support affordable housing once this CRA is gone. Ms. Wilkinson stated that a representative of the Northwest CRA could be invited to address the Committee regarding their strategies for these properties.

IV. NEW BUSINESS

Motion made by Mayor Trantalis, seconded by Mr. Parke, for Ms. Nothard as Vice Chair. In a voice vote, Ms. Nothard was unanimously elected Vice Chair.

V. AGENDA TOPICS FOR NEXT MEETING

None.

VI. GOOD OF THE ORDER

None.

VII. NEXT SCHEDULED MEETING DATE – July 11, 2022

VIII. ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 9:58 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.]