



CITY OF FORT LAUDERDALE

**DRAFT**  
**AFFORDABLE HOUSING ADVISORY COMMITTEE**  
**MEETING MINUTES**  
**CITY OF FORT LAUDERDALE**  
**100 NORTH ANDREWS AVENUE**  
**CITY COMMISSION CHAMBERS**  
**8<sup>TH</sup> FLOOR CONFERENCE ROOM**  
**MONDAY, JULY 15, 2019 – 9:00 A.M.**

**Cumulative**

<b>Board Members</b>	<b>Attendance</b>	<b>June 2019-May 2020</b>	
		<b>Present</b>	<b>Absent</b>
Brandon Stewart, Chair	P	1	0
Frances Epstein, Vice Chair	P	1	0
Phallon Bullard	A	0	1
Peter Cooper (by phone)	P	1	0
Nancy Daly	A	0	1
Irv Minney	A	1	0
Donnalee Minott	P	1	0
Margi Nothard	P	1	0
Edwin Parke	P	1	0
Mitchell Rosenstein	P	1	0

**Staff / Guests**

Avis Wilkinson, Housing Programs Administrator/Staff Liaison  
Jamie Opperee, 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 9:09 a.m. Roll was called and it was noted a quorum was present.

**Motion** made by Mr. Rosenstein, seconded by Ms. Nothard, to add Peter Cooper telephonically. In a voice vote, the **motion** passed unanimously.

**II. APPROVAL OF MINUTES – June 17, 2019**

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

### **III. OLD BUSINESS**

- **Affordable Housing Trust Fund Balance Update**

Ms. Wilkinson reported that the Affordable Housing Trust Fund balance remains \$895,483.63. She will reach out to the City Manager's Office to determine if there has been any sale of commercial City property, as a percentage of the revenue from this sale would go into the Trust Fund.

- **Review of Affordable Housing Incentives**

Chair Stewart advised that the Board should review its 2018 recommendations to the City Commission and identify specific recommendations to work toward with the City Commission and City Staff. One ongoing item is the creation of an affordable housing overlay zoning district.

After a joint legislative session in June, House Bill (HB) 7013 passed the Florida Legislature. This bill, which is intended to help developers, makes it more difficult for municipalities to pass their own affordable housing incentives.

Chair Stewart reviewed the full list of 2018 recommendations, some of which have already been achieved and others which may be less likely to be enacted. Ms. Wilkinson advised that she would reach out to the Staff member who oversees City-owned properties for further information.

Chair Stewart stated that he was also concerned with how to create a funding source that would provide grants to affordable housing developers. Ms. Wilkinson noted that it may be necessary to take more time and think "outside the box" to come up with a potential funding source.

Vice Chair Epstein asked if any of the recommendations overlap with actions planned at the County level. Mr. Rosenstein advised that he is the former Chair of one County advisory body, and confirmed that these entities receive some funding, such as Community Redevelopment Agency (CRA) and Strategic Housing Initiative Partnership (SHIP) funds.

Mr. Cooper commented that when the Committee met with the City Commission, he had felt they were asked to clarify how many affordable housing units could be developed in the City, although the Commission did not communicate a number to the Committee. He also spoke in favor of possibly increasing the City's millage rate or proposing a bond issue to achieve the level of funding they hoped to see. He also felt they would need to discuss where affordable housing units might be developed.

Ms. Wilkinson cautioned that she did not have information at hand on the number of units developed, as she does not work with developers. She would need to seek this information from Urban Planning and Design.

Vice Chair Epstein asked if there is a central repository where all information regarding affordable housing comes together in the City to be used toward planning, rather than a group of committees and boards gathering their own information. Mr. Cooper suggested there may be a person or persons at the County level who has access to this information. Ms. Nothard advised that another source could be the Department of Sustainable Development.

Mr. Parke suggested that instead of considering a bond issue, businesses which pay low wages might be required to contribute to a City fund to be used toward affordable housing. Mr. Cooper noted that this would be unlikely unless the state voted to raise its minimum wage, although he proposed that the City's bed taxes could go into the Affordable Housing Trust Fund. Ms. Wilkinson cautioned that this may require the approval of larger entities than the City. Mr. Cooper felt there may be support for this type of initiative at the County level.

Chair Stewart stated that the Committee would need clarification from City Staff on some items: the number of affordable housing units that would constitute the City's goal, information on the review plan process from Building Services, and a comprehensive list of City-owned properties that are vacant and/or underused. The Committee would also need to review the recommendations they provided to the Commission and how these could be implemented. He requested that Ms. Wilkinson distribute these recommendations to the Committee members.

Chair Stewart continued that the Committee should continue discussing a funding mechanism for affordable housing, including bringing their own ideas and suggestions to the table for discussion. Mr. Cooper recommended that the Committee also request the number of affordable housing units that were constructed in the past five years.

The Committee moved on to the Community Housing Development Organization (CHDO) request for proposal (RFP) process, which was addressed at the June 2019 meeting. Ms. Wilkinson stated that this will be a City Commission Agenda Item at the August 20, 2019 meeting. The Committee had recommended that Fort Lauderdale Community Development Corporation (CDC) receive roughly \$300,000 in funding. Once the RFP has been approved, all documents will be executed and the process will begin.

Ms. Wilkinson explained that the applications were also reviewed by a team of City Staff, including herself, Housing and Community Development Director Rachel Williams, and Planner II Adam Schnell from the Department of Sustainable Development. She pointed

out that the requirement for leveraging had worked in Fort Lauderdale CDC's favor. The organization will undertake all three of the projects presented at the June 2019 meeting with the funding they receive.

Mr. Rosenstein asked if the Staff committee had discussed the feasibility of the projects Fort Lauderdale CDC proposed. Ms. Wilkinson confirmed this, reiterating that the bottom line was the leveraging the organization could provide. Mr. Rosenstein suggested that in the future an individual with real estate experience might be added to the Staff committee to provide expertise. He also expressed concerns with the cost estimates provided by Fort Lauderdale CDC, and suggested that future CHDO RFPs include a criterion related to readiness to proceed with the project.

Ms. Wilkinson advised that the City would have been penalized if they had not taken the leveraging criterion into account when making a decision on the RFP. She noted that the Procurement Department had allowed the other applicant to proceed, although they had not provided a leveraging component.

Mr. Parke referred to the presentation made by Fort Lauderdale CDC, which had included a solar power component, and asked why there is not a greater embrace of the potential of solar power by the City. Mr. Rosenstein noted that there is no longer a financial incentive to implement solar initiatives in Florida. It was suggested that future CHDO RFPs might also include a resiliency or sustainability component. Chair Stewart requested that this be discussed further at the next Committee meeting.

#### **IV. NEW BUSINESS**

- **2019-2020 SHIP Funding**

Ms. Wilkinson continued that \$248,157 in Strategic Housing Initiative Program (SHIP) funds will also go before the City Commission at their August 20, 2019 meeting. Because the amount is small, the City proposes using \$30,000 toward project service delivery costs, such as inspections. Another 20%, or \$49,631.40, is mandated by SHIP to go toward special needs, which may include individuals making their homes compliant with the Americans with Disabilities Act (ADA).

The remaining balance would be \$143,709.90, which would go toward purchase assistance for two to three homes. The 10% used toward administrative costs would be \$24,815.70. She reviewed the process for purchase assistance, which is comprehensive and can take from 30 to 60 days once documentation is complete.

Ms. Wilkinson continued that federal Home Investment Partnerships Program (HOME) funds will be approximately twice as much as SHIP funds. These federal dollars will go toward rehabilitation of houses/units.

**Motion** made by Vice Chair Epstein, seconded by Ms. Minott, to approve the allocation of \$248,157 in 2019-2020 SHIP funds as laid out by Housing and Community Development Staff. In a voice vote, the **motion** passed unanimously.

#### **V. AGENDA TOPICS FOR NEXT MEETING**

It was noted that the Committee would continue to review and discuss their recommendations to the City Commission.

#### **VI. GOOD OF THE ORDER**

Mr. Parke recalled that at a previous meeting, Mr. Cooper had suggested a joint meeting with a County entity that focuses on affordable housing. Ms. Wilkinson explained that this County advisory body meets only once per year. She is awaiting information on when this group meets again so she can reach out to them.

Chair Stewart encouraged the Committee members to bring forward ideas regarding future Agenda Items and provide Ms. Wilkinson with any materials to be shared before meetings.

#### **VII. NEXT SCHEDULED MEETING DATE: August 19, 2019**

#### **VIII. ADJOURNMENT**

There being no further business to come before the Committee at this time, the meeting was adjourned at 10:14 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.]