



Affordable Housing Advisory Board Meeting

Date: Wednesday, September 8, 2021, at 6:00 p.m.

Location: New River Meeting Hall

Address: 60 Weston Road, Sunrise, FL 33326

Meeting Minutes

I. Welcome and Call to Order

By: Coral Galpine

At 6:12 PM

II. Introduction and Roll Call

By: Coral Galpine

Board Members Present:

Edward Gersten
Niel Kerch
Robert Daniels
John LaMotta
Traci Miller
Jeffrey Hittleman

Absent:

Adam Lustgarten (unexcused)
Marsha Eloi (unexcused)
Felicia Brown (excused)
Regina Solomon (excused)

City Staff:

Stephanie Hahn, Grants Administrator
Isabel Blanco, Grants Manager
Shannon L. Ley, Director of Community Development
Mark Lubelski, City Manager
Coral Galpine, Administrative Assistant

III. Pledge of Allegiance and Moment of Silence

Observed.

IV. Open Discussion

No Open Discussion at this meeting

V. Review of Minutes

The motion to approve the minutes of May 25, 2021 was made by Jeffrey Hittleman and seconded by Traci Miller. The minutes were unanimously approved by the Board members.

VI. Old Business

Isabel Blanco, Grants Manager, reminded the board that the City's Grants Division has recently been formed via the consolidation of the competitive grant and entitlement grant divisions, and reviewed business regarding entitlement grants.

CDBG Developments - Ms. Blanco discussed the impact the City's reorganization has made related to several of the City's entitlement grants, including the recent approval and submission of the second Substantial Amendment to add CDBG-CV 3 funding to the 2019 Annual Action Plan, the approval and submission of the 2020-2024 Consolidated Plan & 2020 Annual Action Plan, and the approval and submission of the 2021 Annual Action Plan. Ms. Blanco detailed the status of the plan submissions, including the recent approval of the CDBG-CV 3 amendment to the 2019 Annual Action Plan, providing additional funding to the City's COVID relief efforts and enabling the City to re-open their programs including the COVID-19 Emergency Small Business Assistance and COVID-19 Emergency Residential Assistance programs.

Board Member Traci Miller inquired about the timeline of submission and approvals for plans. Community Development Director, Shannon Ley, discussed the impacts COVID-19 has had on the City's priorities, and typical one-year post-date for approval.

VII. New Business

Sunset Strip Square Proposal Presentation: Mark Lubelski, City Manager, discussed a lot on Sunset Strip was previously purchased by the City. Mr. Lubelski explained that the previous structure had been demolished and the cleared lot was marketed as residential opportunity in recent years. The City then put out a Request for Proposal (RFP) for this lot and has been working with a developer, New Urban Communities, to design an affordable housing opportunity.

Mr. Lubelski described to the board the vision of New Urban Communities. As he explained, the firm designed these single-family homes in a community style structure with a central location, matching facades and three live-work units. Live-work units are to be occupied by residents with remote or home-based jobs, such as a consultant.

Mr. Lubelski clarified that the developer is requiring 90% of occupants to qualify under current affordable housing guidelines. The developer's requirements include 50% of buyers qualifying as 81-100% AMI or below, and 50% of buyers qualifying as 101-140% AMI or below. He explained the developer's responsibility to oversee sale of the 20 units, including income qualification. Mr. Lubelski stated the estimated cost for units sold to 80-100% AMI households will be \$350,000. He further clarified, due

to the price of the units, along with the qualifying income categories, the project is more closely identified as work-force housing project as opposed to affordable housing. Mr. Lubelski stated he would opt to refer to this as more 'attainable' housing in comparison to the traditional affordable housing projects the City has completed in the past. Mr. Lubelski described the City's past partnerships with Habitat for Humanity and the City's role in donating those lands to the projects.

Mr. Lubelski stated that the City anticipates contributing a total of \$400,000 towards this project. Based on the last developer meeting, the project is anticipated to have a 3-year timeline. Mr. Lubelski explained that this specific lot was identified and voted on by the AHAB during the development of the City's last triannual report. Mr. Lubelski assured the board that he is always open for additional questions or recommendations and that the City will continue to look for affordable housing opportunities throughout the City.

Triannual Report: Isabel Blanco, Grants Manager discussed changes to the regulations governing the Triennial report. Ms. Blanco stated that there were two key changes in the regulations. The first change, as she described, requires the AHAB Report to be submitted to the State on an annual basis. The second change requires an elected official to serve on the Affordable Housing Advisory Board. Ms. Blanco stated the City of Sunrise has been in compliance with this requirement for some time, with Deputy Mayor Kerch's participation on the board.

Properties eligible for affordable housing: Isabel Blanco, Shannon Ley, and Mark Lubelski describe all properties not previously voted on for affordable housing. Mr. Lubelski, Ms. Ley, and Ms. Blanco reviewed these lots with the board, answered questions and made recommendations whether or not a lot would be appropriate for affordable housing development. Ms. Ley clarified that the board's vote would simply recommend that lot for further consideration for affordable housing, however no development, affordable or not, would be required on these lots. (The properties voted on and their descriptions are listed below, including the decision on if it deemed appropriate for affordable housing or not)

Triannual Report Incentive Plan Strategies: Isabel Blanco reviewed affordable housing incentive strategies as defined by SHIP regulations. Ms. Blanco indicated whether or not the city currently implements each incentive.

1. City maintains a city policy for regimenting and reviewing permits internally, incentive already in place

Board member Ed Gersten stated he has an emergency and must leave the meeting early. As such, it is noted that the meeting will need to conclude at this time, due to lack of a quorum. The board agreed to adopt all previous recommendations up to this point, with the meeting to commence at a later date, with quorum, to review and make recommendations on the remaining incentive strategies.

Jeffrey Hittleman made a motion to approve all previous discussion including the board's property recommendations as well as the incentive strategy number one. Ed Gersten seconded. The motion passed unanimously by the board.

IX. Board Members Discussion

No Discussion (early adjournment)

X. Upcoming Meeting

The early adjournment left the board unable to schedule the next meeting at its conclusion (to be scheduled at a later time)

XI. Adjournment

Ed Gersten made a motion to adjourn, and Jeffery Hittleman seconded the motion. Passed unanimously by board.

Transcribed by: _____ Date _____

Coral Galpine, Administrative Assistant

NOTE TO READER:

- If these minutes do not bear the date of approval, this indicates that they are not the final approved minutes and will become the official minutes when approved by the Board.
- Approved at the Affordable Housing Advisory Board meeting of _____