

DRAFT MINUTES

AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)

The regular meeting of the Affordable Housing Advisory Committee was called to order by Vice Chair Guillen at 6:04 P.M. on Monday, October 27, 2025, at The Frank Art Gallery.

Present: Vice Chair Guillen, Members Shoua, Shannon, Stewart, Almaguer and Commissioner Good.

Absent: Chair Ramirez, Members Pinto, Gonzalez, Shechter, Dominguez and Alternate Member Commissioner Schwartz.

Also Present: City Staff Liaison Joseph Yaciuk, City Staff Diana Acevedo, Assistant City Attorney Quentin Morgan, and Board Secretary Marlene Graham.

CALL TO ORDER

Vice Chair Guillen called the meeting to order at 6:04 PM.

ROLL CALL

Board Secretary Graham declared a quorum.

APPROVAL OF MINUTES

The meeting minutes of October 6, 2025, were approved.

- **Motion:** A motion was made by **Member Almaguer**, seconded by **Member Stewart**, to approve the minutes of October 6, 2025. **The motion passed unanimously.**

LIAISON REPORT

Liaison Joe Yaciuk reviewed the recommendations in the 2025 Affordable Housing Advisory Committee (AHAC) Report. He said the recommendations were updated based on comments from the last meeting's Committee review of the recommendations in the draft report. Mr. Yaciuk went through the items and invited any new comments from the Committee for discussion for final approval so that the report could be transmitted to the City Commission.

Mr. Yaciuk reviewed the staff recommendations in the 2025 AHAC draft report.

- **Flexible Densities**—Mr. Yaciuk said that the land development code updates for the city coming up in November and December will likely go before City Commission for potential adoption. He said this item (reduction of multi-family unit size) was added as the Committee's recommendation to the land development code and will be moving forward so long as the Committee approved this recommendation.

- **Reservation of Infrastructure Capacity** – create non-binding waiting lists for Broward County sewer hookup applications.

- **Affordable Accessory Residential Units** – Members Shoua, Stewart, Vice Chair Guillen and Commissioner Good commented on the item regarding Affordable Accessory Residential Units (ADUs). Mr. Yaciuk said there isn't a consistency in the promotion or roll out of information about ADUs because not every homeowner or association would qualify for it due to the various property sizes that might not accommodate an ADU structure. Assistant City Attorney Morgan said that though the law had changed to permit these structures, they are not feasible for every property. The recommendation on the ADUs was for staff to continue to provide AHAC with an annual summary of newly permitted ADUs including their locations and evaluate strategies to support increased ADU development.

- **Support of Development Near Transportation Hubs** – Mr. Yaciuk spoke about the Flamingo Road Greenway and the recommendation for staff to continue to expand the greenway in the future. Members had no comments on the recommendation.

- **Additional 2025 recommendations** – Encourage partnerships with local for-profit and not-for-profit entities to expand affordable housing options, including both rental and homeownership. Where feasible, the City should leverage existing affordable housing or grant funding, with an emphasis on assisting low-income residents in securing homeownership or rental opportunities. Mr. Yaciuk discussed recent efforts pertaining to the City expanding affordable housing through strategic partnerships with Broward County and the South Florida Community Land Trust; and the City's recent approval of reallocating HOME partnership funds to support a multi-family housing strategy. Recommended partnerships with local non-profit organizations.

- **Another recommendation** was that the City consider developing an ordinance to establish Land Development Code (LDC) guidelines for affordable housing development that would allow developers to seek site-specific waivers, i.e. unit size, parking, height, roadway width, lot configurations and other essentials as part of the site plan process.

Mr. Yaciuk discussed the article he provided to the Committee titled *“The Most House-poor cities in America”* by Emma Shibley, dated October 9, 2025. A key insight of the study referenced Hialeah, Florida as the most house-poor city in the country where the typical homeowner there spends 36.9% of their income on housing costs. Pembroke Pines was ranked 6th on the list at 32% of income spent on housing. He said this study was based on income versus housing and requires deeper exploration of data points and factors such as homeowners’ insurance, property tax and HOA fees. Mr. Yaciuk also referenced a comment made by Ralph Stone, Director of Broward County Housing Finance Division. Mr. Stone stated that half of employed workers in Broward County earn 60% or less of the Area Median Income.

After discussion and review of all the recommendations, Committee members voted to approve the Affordable Housing Advisory Committee’s draft report. The members voted on a motion to transmit the report to the City Commission.

- **Motion:** A motion was made by **Commissioner Good**, seconded by **Member Shannon**, to approve the 2025 Affordable Housing Advisory Committee Report and recommendations for transmittal to the City Commission on November 19, 2025. **The motion passed unanimously.**

OLD BUSINESS: Mr. Yaciuk said that this was the last meeting of the AHAC for 2025. The AHAC meeting normally convenes around July or August. He said he was planning to invite Mandy Bartle, President and CEO of South Florida Community Land Trust, to be the first presentation for the 2026 Affordable Housing Advisory Committee meeting to - update the Committee on the status of the Johnson Street property that is being purchased with assistance from the city, county, and Community Land Trust. A request

was made to Mr. Yaciuk to ask Ms. Bartle to provide a pro forma related to the purchase and maintenance of the property.

Mr. Yaciuk appreciated the participation of the committee members and hoped they would participate in 2026 but if there was any reason a committee member could not serve in 2026 clarification in January would be preferred to allow enough time to appoint another member in their place and send out the applicable information in the run-up to the new set of AHAC meetings for 2026.

NEW BUSINESS: None.

MEETING SCHEDULE:

November 19, 2025 commission meeting for discussion of the 2025 AHAC report and final approval of the recommendations.

FUTURE AGENDA ITEMS:

Mr. Yaciuk encouraged members to attend the November 19th, 2025 Commission Meeting to be present during the Commission discussion of the Affordable Housing Advisory Committee 2025 Report and recommendations.

EXCUSED ABSENCES

Commissioner Good apologized for his absence from the last Committee meeting on October 6, 2025. He was out of town due to the birth of his grandchild and being with his daughter and the family at that time. The members congratulated Commissioner Good.

- **Motion:** A motion was made by **Commissioner Good**, seconded by **Member Almaguer**, to excuse the absences of Chair Ramirez, Members Gonzalez, Shechter, Commissioner Schwartz. **The motion passed unanimously.**

Liaison Yaciuk invited Committee members to email him if they had any other information or questions. He reminded them not to email each other which would be in violation of the Sunshine Law.

ADJOURNMENT

- **Motion**: A motion was made by **Member Good**, seconded by **Member Shannon**, to adjourn the meeting. **The motion passed unanimously.**

The meeting adjourned at 6:38 PM

Respectfully submitted by:

Marlene Graham, Board Secretary