

City of Oakland Park: Affordable Housing Study-Phase II

Proposed Scope of Work for Daniel Rosemond (ETWDC-Consultant)

Background

At the end of 2020, the City of Oakland Park engaged a consultant (ETWDC) well versed in the subject of affordable housing to provide the City Commission with a thorough baseline understanding on the subject, including definition of terms, approaches often used to address affordable housing requirements, and challenges facing local governments. An integral part of the study was a review of Broward County's Affordable Housing Study conducted by the FIU Metropolitan Center, and how the findings related to the City of Oakland Park. As a result of the initial engagement, the City Commission directed the City Manager to proceed with a more robust assessment of the City's affordable housing inventory, along with an evaluation of possible implementation strategies the City may consider in addressing their specific communities needs on the matter.

Focus of Phase II

While the framework for the City's affordable housing policy was introduced in the first phase of the study conducted by the consultant, phase II will focus on a much more extensive and detailed assessment and analysis of housing data in the City of Oakland Park. Moreover, considering the City's planned redevelopment of its Downtown, along with an extensive capital program involving the replacement of several City facilities, Oakland Park finds itself at a critical juncture. There is a clear juxtaposition between the need for new, market rate housing units (to attract much needed economic development) and the overarching government responsibility of ensuring and adequate housing supply for residents of all income levels.

In certain instances, studies seeking to generate policy recommendations lack the "deep dive" into salient information at a micro level. The phase II affordable housing study will provide this level of analysis, using GIS mapping information, inventory data from County and State-run housing agencies, and City records, to arrive at a well-informed assessment of the City's position regarding the provision of affordable housing. The expected outcome of the phase II study will be policy recommendations that are supported by current and relevant data, literature review of best practices and successful affordable housing programs, and a clear implementation strategy for the City to undertake.

Tasks and Deliverables

Based on affordable housing presentation to the City Commission in the Fall of 2020, the following tasks are reflective of 'next steps' incorporated in presentation and incorporates Commission comments:

- Perform affordable housing (government subsidized) inventory analysis.....20 hours
 - Include year built/on-line and affordability period
- Map subsidized affordable housing projects/units reflecting their distribution in designated City neighborhoods.....20 hours
- Review City's land inventory and recommend highest and best uses.....40 hours
 - Consider non-owner occupied SFD's with City liens

- Evaluate 'tiny house' and 'modular home' movements as alternative new construction (especially in smaller lots)
- Conduct two (2) community meetings.....8-9 hours
 - To reveal data compiled to that point
 - Obtain input from residents and stakeholders
 - Meetings to be done via Zoom and coordinated using City resources and database
- Perform literature review of best practices for effective affordable housing programs run by local governments.....30 hours
 - Programs for 'working poor'
 - Homeownership vs. Rental programs/incentives
 - How wealth is achieved through homeownership
 - Development bonuses and inclusionary zoning; does it work?
 - Local government's role in inducing housing availability
- Evaluate affordable housing strategies and work with City Staff to develop draft language to satisfy Broward County re-certification process.....30 hours
 - 'Preservation' as a strategy
 - Inclusionary housing ordinance for new developments or conversions
- Evaluate code requirements for existing Single-Family Dwelling and Multi Family Dwelling to enhance maintenance requirements.....10 hours
- Prepare written report and presentation to be given to City Commission.....5 hours
- Assemble a detailed implementation strategy for City Staff to follow upon adoption of recommendations by City Commission.....10 hours
- Progress meetings with City Staff, Commissioners, and other Stakeholders....2 hours
- Engage third party vendors/consultants to assist with mapping services and data verification

Total (estimated hours)175 @ \$275 per hour = \$48,125
 Total cost for third party consultants.....(not to exceed) = \$16,875

- ✓ **Upon approval, Phase II study will commence in January 2022 and be completed by the agreed upon contract date**
- ✓ **Consultant will bill the City of Oakland Park monthly, consistent with tasks completed or in progress.**
- ✓ **Consultant is a registered 501 © 3 entity in good standing with the IRS and registered to do business in the State of Florida**