

HOUSING AND NEIGHBORHOODS DEPARTMENT
OFFICE OF THE DIRECTOR



JACKSONVILLE HOUSING COMMISSION BOARD MEETING MINUTES
September 17, 2008
4:00 p.m.

Proceedings before the Jacksonville Housing Commission taken on Wednesday, September 17, 2008, Ed. Ball Building, 214 N. Hogan Street - 8th Floor Jacksonville Duval County, Florida commencing at approximately 4:08pm.

COMMISSION MEMBERS

CHARLES COMMANDER, Chair
BURSEY J. ARMSTRONG, SR., Member
CATHERINE CHILDERS, Member
LENNY CURRY, Member
KEN FILIP, Member
BARBARA HARRELL, Member
RONALD JACKSON, Member
BRAD KING, Member
JIM PELLOT, Member
ANTOINE D. ROBERTS, Member
BERNARD E. SMITH, Member

WIGHT GREGER, Director

JACKSONVILLE HOUSING COMMISSION BOARD MEETING MINUTES
September 17, 2008

Board Members Present:

CHARLES COMMANDER, CHAIR

BURSEY J. ARMSTRONG SR, Member

LENNY CURRY, Member

BARBARA HARRELL, Member

RON JACKSON, Member

BRAD KING, Member

JIM PELLOTT, Member

Board Members Absent:

CATHERINE CHILDERS, Member

KEN FILIP, Member

ANTOINE D. ROBERTS, Member

BERNARD E. SMITH, Member

KERRI STEWART, Ex-Officio Member

Professional Staff:

KAREN CHASTAIN, Esquire, Office of the General Counsel

JOHNNY GAFFNEY, Councilmember - District No. 7

Staff:

WIGHT GREGER, Director

CHIQUITA BENDOLPH

DAYATRA COLES

FLORETTA GREEN

DARRELL GRIFFIN

CARLA RAY

LAURA STAGNER-CRITES

YON WHEELER

Others Present:

Martha Cox, Family Foundations

John Edwards, NFCAA

Joni Foster, LISC

Larry Gonzalez, Jacksonville Housing Authority

Sandra Harrison, HPNEF

Sanford Horvitz, LISC

Shannon Nazworth, Ability Housing

Richard Page, NPNEF

JACKSONVILLE HOUSING COMMISSION BOARD MEETING MINUTES
September 17, 2008

No Board Meeting was Held in July and August, 2008.

Agenda Item	Content	Exhibit/s of which are attached hereto and by this reference made a part hereof.	Action and/or Follow-Up
Call Meeting to Order, Welcome and Introductions	Chairperson Commander called the meeting to order at 4:08p.m. with a quorum present. He introduced Lenny Curry and Brad King that are new Board members.		NA
Consider Approval of Minutes	Motion to approve the minutes of the June 25, 2008 minutes was made by Ms. Harrell and duly seconded by Mr. Jackson. Motion Passed 7-0.	JHC Minutes for June 25, 2008	N/A
1. Staff Reports	<p><u>Financial Report</u> Ms. Stagner reported that since the last Board meeting, approximately \$5M has cycled through the financial process. There were no significant changes in the financial accounts.</p> <p><u>Legislative Update</u> Ms. Stagner reported that all of the legislation for the Federal appropriation was approved at the last City Council meeting. Contracts are now being executed. The City's overall budget is scheduled for approval at the next City Council meeting. The separation for the JHC and JHFA legislation is scheduled to be approved a subsequent City Council meeting. At that time all members will be re-appointed and the Boards will stand independently of one another.</p> <p><u>Director's Report</u> Ms. Greger introduced Councilman Johnny Gaffney who is the JHC's new City Liaison. She gave a brief overview of the items that have taken place since the last Board meeting. She wanted to note that once the JHFA and JHC Boards</p>	<p>Financial Report ending July 31, 2008</p> <p>Legislative Update Memorandum</p> <p>September 2008 Director's Report</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p>

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	separate, there will be 5 vacancies for the JHC Board. She requested a referral of recommendations to fill the industry specific slots.		
	<p><u>Program Report</u> Ms. Coles gave an overview of the production reports for June and July 2008. She also gave a program report on events and staff activities. Ms. Coles reported information regarding the CHDO Development Subsidy, Foreclosure Intervention and Financial Education and Lien Dispositions.</p>	<ul style="list-style-type: none"> • Production Report • Program Report 	NA
2. Committee Report	<p><u>Jacksonville Housing Finance Authority</u> Mr. Pellot reported that at today's JHFA Board meeting, there was an approval for two NOFA's. One for multi-family financing requests and a NOFA for funding available to help provide equity for affordable housing properties.</p>	JHFA Minutes for June 25, 2008	N/A

3. Action Items

3a. TBRA Funding

Referring to the Tenant Based Rental Assistance (TBRA) funding, Ms. Greger stated that all of the approval processes have been completed. She is recommending approval to authorize staff to move forward with the legislative process to appropriate dollars into the program. Ms. Stagner stated that the amount proposed is \$757,140.94. These monies will come from old development dollars to start up the TBRA program. She also stated that there will be a sole source agreement executed with the Jacksonville Housing Authority to implement the program. Discussion ensued and Mr. Pellot made a

motion to re-allocate \$757,140.94 for the implementation of the TBRA Program. Mr. Jackson seconded the motion.

Motion passed 7-0.

3b. Funding for H2H

Referring to the Funding for Headstart to Home Ownership (H2H), Ms. Green stated that additional funding is needed for the H2H program. The goal for H2H was for 106 homebuyers. That number has increased to 130 homebuyers. Presently, there is no funding available. Ms. Green is requesting to use old development dollars from the multi-family rehab program of 2006. This program is not spending any monies right now because projects have not been identified as of yet. This funding come from federal HOME dollars that need to be utilized, allocated or appropriated within 24 months. She stated that there are about 50-60 more homeowners in the pipeline to use these additional dollars for downpayment assistance. Ms. Green is requesting the amount of \$684,755 be moved to H2H. The amount coming from multi-family home dollars are \$379,253 and the amount coming from SHIP dollars are \$305,502. Discussion ensued and Mr. Pellot made a motion to re-allocate a total of \$684,755 to the H2H program in order to continue to provide downpayment assistance to potential homebuyers. Mr. Armstrong seconded the motion.

Motion passed 7-0.

3c. NEFCAA Request for Additional Funding

Referring to the Letter from Northeast Florida Community Action Agency (NEFCAA), a copy of which is attached hereto and by this reference made a part hereof, Ms. Green is recommending that \$300K of additional funding be allocated as requested by NEFCAA. She stated that since the funding for Willow Lakes was re-allocated, she requests that \$300K come from those funds. NEFCAA provided the name of the homeowners already in place that can utilize the additional funding. Mr. Edwards, Executive Director from NEFCAA stated that when they applied for funding this past year, they requested \$800K, but was awarded only \$300K. He stated that they have gone through almost all of the funding. With additional funding, they will be able to keep providing rehab services throughout Jacksonville. Mr. Pellot made a motion to approve the request of NEFCAA for additional funding in the amount of \$300K. Mr. Armstrong seconded the motion.

Motion passed 7-0.

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4. New Business	<p><u>Willow Lakes Commitment</u> Ms. Greger stated that last year, funding was provided for the Willow Lakes Apartment Community of 304 apartment units in the Arlington area in the amount of \$1,025,000. They are now requesting additional funding and do not have a plan in place. The funding that was originally allocated is going to expire. All of their financing entities have fallen through. Ms. Greger informed the Board that she denied their request for additional funding and extension of time for the commitment. She also converted the funding that was originally</p>	N/A	N/A

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	<p>allocated to the owner-occupied rehab fund so that it can be used before the expiration date. Ms. Greger stated that she informed the owners of Willow Lake Apartments that she would be happy to entertain a request in the future once their financial situation is resolved.</p>		
<p>5. Old Business</p>	<p><u>Contract Status Update</u> Ms. Stagner stated that the Contract Status Update report is available for review. There have been significant improvements made for processing. Since the last Board meeting, 31 CHDO contracts have been executed. All of the HOPWA and ESG contracts are in the hands of the providers waiting to be signed and the Operating contracts are ready to go out. She stated that she expects to have the federal contracts with the exception of real estates closings executed and forwarded to the City for signature once the HUD activity numbers are received.</p>	<p>Contract Status Report</p>	<p>N/A</p>
	<p><u>Rehab Policies and Procedures</u> Ms. Green stated that the Policies and Procedures for Rehabilitation are available for review. The revised procedures were developed as a result of a series of meetings with staff and the rehab providers. The policies have not been officially issued as of yet. Please review the policies and contact staff with any comments, questions or clarifications by September 26, 2008. Ms. Green stated that she would like to provide the policies to the public by October 1, 2008.</p>	<p>Rehab Policies and Procedures</p>	<p>N/A</p>
	<p><u>Rental Policies and Procedures</u> Ms. Greger stated that the Rental Polices and Procedures have been revised. The policies are for one to seven unit properties. The policies have been simplified to make it more user-friendly for the developers. She also stated that the Crime-Free policies have been added as well. Please contact her or Mr. Griffin if</p>	<ul style="list-style-type: none"> • Rental Policies and Procedures for Rehabilitation • Rental Policies and Procedures for Acquisition 	

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	there are any questions or comments.	<ul style="list-style-type: none"> Rental Rehab And Acquisition Application 	

Public Comments

Joni Foster from LISC - Ms. Foster gave a brief update regarding LISC activities.

Adjournment - The meeting was adjourned at 5:15p.m.

**NEXT BOARD MEETING IS SCHEDULED TO COMMENCE ON OCTOBER 15, 2008 AT 4:00P.M.
(UNLESS OTHERWISE NOTICED)**

CERTIFICATION

Recorded and Transcribed by:

Submitted by:

Yonner Wheeler

Secretary (N/A)

Approved by:

Charles Commander, Chair