

HOUSING AND NEIGHBORHOODS DEPARTMENT
OFFICE OF THE DIRECTOR



JACKSONVILLE HOUSING COMMISSION BOARD MEETING MINUTES

November 19, 2008

3:30p.m.

Proceedings before the Jacksonville Housing Commission taken on Wednesday, November 19, 2008, Ed. Ball Building, 214 N. Hogan Street - 8th Floor Jacksonville Duval County, Florida commencing at approximately 3:30pm.

COMMISSION MEMBERS

CHARLES COMMANDER, Chair
BURSEY J. ARMSTRONG, SR., Member
LENNY CURRY, Member
BARBARA HARRELL, Member
BRAD KING, Member
ANTOINE D. ROBERTS, Member

WIGHT GREGER, Director

JACKSONVILLE HOUSING COMMISSION BOARD MEETING MINUTES
November 19, 2008

Board Members Present:

CHARLES COMMANDER, CHAIR
BURSEY J. ARMSTRONG SR, Member
LENNY CURRY, Member
BARBARA HARRELL, Member
BRAD KING, Member
A.D. Roberts, Member

Board Members Absent:

KERRI STEWART, Ex-Officio Member

Professional Staff:

KAREN CHASTAIN, Esquire, Office of the General Counsel

Staff:

WIGHT GREGER, Director

JANE BOUDA	LACREE CARSWELL
DAYATRA COLES	BENITA DAWSON
DARRELL GRIFFIN	LAURA STAGNER
TEMEKA STROUD	YON WHEELER

Others Present:

Gina Birmingham, Housing Partnership
Matthew Bowler, RADO
Joni Foster, LISC
Ed Gaston, Wealth Watchers
Kevin Gay, ONH
Sanford Horvitz, LISC
Bishop E.M. Johnson, GTCDC
Angela Leatherbury, Habijax
Pam Morgan, Youth Crisis Center
Shannon Nazworth, Ability Housing
Richard Paige, Housing Partnership
Tom Patania, Youth Crisis Center
Ronald Pauline, Metro North CDC
Robert Stockdale, Housing Partnership
Paul Tutweiler, NJCDC

JACKSONVILLE HOUSING COMMISSION BOARD MEETING MINUTES
November 19, 2008

The Last Board Meeting was Held on October 15, 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 3:30p.m. with a quorum present.		NA
Consider Approval of Minutes	Motion to approve the minutes of the October 15, 2008 minutes was made by Ms. Harrell and duly seconded by Mr. Burse. Motion Passed 6-0.	JHC Minutes for October 15, 2008	N/A
1. Staff Reports	<p><u>Financial Report</u> Ms. Stagner stated that the preliminary financial information for the month ending September 30, 2008 is available for review. These numbers are subject to change throughout the auditing process. She anticipates that when the Board meets in January she should be able to provide final numbers ending September 30th as well as the combined results of operations for the newly formed commission for the month of October and November. Please contact her if there are any questions.</p> <p><u>Legislative Update</u> Ms. Stagner reported that all of the JHCDC legislative bills cleared all of the legislative committees. The bills will be presented for final approval at the next City Council meeting.</p> <p><u>Contract Status Update</u> Ms. Stagner stated that there has been a significant amount of activities regarding the contracts. Eleven contract have been completed to date. Staff is in the process of finalizing the remaining six contracts. Ms. Stagner stated</p>	<p>Financial Report ending September 30, 2008</p> <p>Legislative Update Memorandum</p> <p>Contract Status Report</p>	<p>N/A</p> <p>N/A</p>

Agenda Item	Content	Exhibit/s of which are attached hereto and by this reference made a part hereof.	Action and/or Follow-Up
	<p>that she anticipates the contracts to be completed by December with the exception of those that require real estate closings.</p> <p><u>Director's Report</u></p> <ul style="list-style-type: none"> • Regarding the Neighborhood Stabilization Program (NSP), Ms. Greger stated that staff has been very busy preparing a draft plan for submittal to HUD on December 1st. The program is presently in the comment period area. • Ms. Greger stated that staff is still waiting on a final letter from HUD advising directions of how to resolve the issues of the HUD OIG Audit that are outstanding. The audit pertains to issues of operations dated back to 1993. She stated that she anticipates will be resolved early in the next year. • Ms. Greger stated that she attended a foreclosure symposium yesterday which was organized by Councilmember Kevin Hyde and Jack Webb. There were a number of individuals that specialize in foreclosure issues. It was a very productive meeting. The team came up with some new ways to combat foreclosures in the city of Jacksonville. Ms. Greger stated that there were no formal set of recommendations as of yet and will keep the Board informed as more information becomes available. • Ms. Greger stated that she is working very closely with the Planning Department to prepare the evaluation and appraisal for the housing element section of the Local Government Comprehensive Plan. This is the document that provides the framework for the zoning and land use code. 	<p>November 2008 Director's Report</p>	<p>N/A</p>

Agenda Item	Content	Exhibit/s of which are attached hereto and by this reference made a part hereof.	Action and/or Follow-Up
	<ul style="list-style-type: none"> Ms. Greger polled the Board for the next annual Planning Board Retreat in February 2009. Discussion ensued and it was determined that February 21st will be the day to have the retreat and discuss the strategic direction for the upcoming year. 		
	<p><u>Program Report</u> Ms. Coles gave an overview of the production reports for September 2008. She stated that staff is moving forward in completing the 2008-2009 contracts. There are several contracts that will have their funds de-obligated because they will not meet the September 30th expiration date. Staff is working with the Finance department to have those funds re-allocated. The HOME and SHIP have been encumbered and the funds will not move until they have been drawn down. Staff is also working with the Finance department to close out 2006-2007 and earlier years of obligations. Ms. Coles stated that in the future, the production report will show three consecutive years of how the accounts are being reviewed.</p>	Production Report	NA
2. Committee Report	None.		N/A

3. Action Items

3a. Housing Partnership Request for Funding

Referring to the letter from the Housing Partnership of Northeast Florida (HPNEF), a copy of which is attached hereto and by this reference made a part hereof. HPNEF is preparing for the 16th annual Paint the Town event scheduled for April 18th through April 25th 2009. This is an annual project in which a low income neighborhood within Jacksonville is targeted for revitalization including full

home rehabilitation of 30 - 40 homes, neighborhood clean-up, neighborhood association development and city-wide awareness of the plight of distressed, older neighborhoods. They are requesting funding in the amount of \$1,250,000. Ms. Greger stated that she asked HPNEF to submit their request separate from their universal cycle application for rehabilitation because it is a neighborhood specific project. Upon approval of the Board, the request will go through the legislative process. Ms. Harrell made a motion to approve the request for funding to the Housing Partnership of Northeast Florida for their Paint the Town program in the amount of \$1,250,000. Mr. Armstrong seconded the motion.

Motion passed 6-0.

3b. Approval for NSP Action Amendment

Referring to the Neighborhood Stabilization Program (NSP) Action Amendment, a copy of which is attached hereto and by this reference made a part hereof. Ms. Greger stated that she has received direction from HUD to submit the NSP document in the form of a draft amendment to the Consolidated Plan. The department has been awarded \$26,175,317 by HUD to stabilize neighborhoods through activities to acquire and rehabilitate housing, and resell or rent housing to eligible individuals in areas that have the greatest need. The areas are identified by neighborhoods, census tracts and zip codes. Ms. Greger stated that staff plans to go through a series of Request for Proposals (RFP) and Request for Qualifications (RFQ) processes to select a number of vendors and partner agencies who will carry out activities as outlined in the plan. The department is presently in the public comment

period. Public comment period ends on November 24th. The comments will be incorporated and submitted to HUD as part of the plan amendment by December 1st. The document details will be refined over time as comments are received by HUD and citizens. Ms. Greger stated for the record that the NSP is not a foreclosure prevention program. It is an infrastructure program to place units that are not being currently used into the affordable housing inventory. The City will not own these houses or communities. Although target areas are designated by HUD, it does not exclude activities outside of the target area. Once the plan amendment is approved, it will go through the legislative process through City Council so that the department will have the authority to allocate the funds. Ms. Greger stated that the department has 18 months to commit these funds and looks forward to making some very large impacts in the community. Ms. Harrell made a motion to approve the Neighborhood Stabilization Program Action Plan Amendment with certain varying details as approved by the Director and HUD. Mr. Bursey seconded the motion.

Motion passed 6-0.

3c. Approval for Credit Underwriting Report for New Life Village

Referring to the Credit Underwriting Reports for New Life Village, a copy of which is attached hereto and by this reference made a part hereof. Last year the Board approved the project sponsored by the Youth Crisis Center called New Life Village contingent upon receipt of a positive credit underwriting report. Ms. Greger stated that staff is satisfied with the credit underwriter report as presented and recommends approval for the developer to move forward contingent upon special recommendations having

been met. Discussion ensued about the special recommendations, deadlines, donations and grants. Mr. Curry made a motion to approve the project for New Life Village contingent upon the information noted in the credit underwriting report "Section B - SHIP Special Conditions" as a contingency to closing. Mr. King seconded the motion.

Motion passed 6-0.

3d. Approval for SHIP Incentives

Referring to the Housing Incentives Spreadsheet Analysis, a copy of which is attached hereto and by this reference made a part hereof. Ms. Coles stated that the Florida Legislation passed House Bill 1375 which requires that the department review the Triennial Incentive Strategy as outlined in the Florida Statue 420.907. Ms. Greger stated that this review is a new process that Florida Housing Finance Corporation (FHFC) through House Bill 1375 implemented as a requirement to formulize the process in order to continue to receive SHIP funds. The Incentive Strategies are designed to either remove impediment or spur the development of affordable housing. Ms. Coles stated that there are 23 proposed incentive strategies. It is not a requirement to adopt all of the strategies and only 15 of them need to be reviewed for deliberation. Out of the 15, there are three incentive strategies that are required to be adopted by the Board in order to continue to receive ship funds. Most of the strategies have already been adopted and are being implemented internally. Ms. Greger stated that the Board would need to review all of the strategies and determine whether or not they should be included in the Local Housing Assistance Plan (LHAP) which is the document used to implement the SHIP

program. After deliberations there is a public comment period. The strategies will be implemented into the LHAP and staff will proceed with reporting to FHFC. The Board deliberated on each one of the Incentive Strategies outlining the pros, cons, and cost associated with implementing each strategy. After deliberations, the public attendees were asked if they had any comments. Discussion ensued and after receiving no comments from the public, Ms. Harrell made a motion to approve the Triennial Incentive Strategies for implementation and proceed with reporting to FHFC. Mr. Armstrong seconded the motion.

Motion passed 6-0.

Agenda Item	Content	Exhibit/s of which are attached hereto and by this reference made a part hereof.	Action and/or Follow-Up
4. New Business	None.	N/A	N/A
5. Old Business	Referring to TBRA, Ms. Greger stated that the program will be administered through the Jacksonville Housing Authority. The program is presently going through the legislative cycle and anticipates a program start-up date of January 2009.	N/A	N/A

Public Comments

Harry Hampel - Housing Partnership - Mr. Hampel gave an overview about their "Paint the Town" program. He thanked staff and the Board for all of their support.

Adjournment - The meeting was adjourned at 4:45p.m.

**NEXT BOARD MEETING IS SCHEDULED TO COMMENCE ON JANUARY 21, 2009 AT 4:00P.M.
(UNLESS OTHERWISE NOTICED)**

CERTIFICATION

Recorded and Transcribed by:

Submitted by:

Yonner Wheeler

Secretary (N/A)

Approved by:

Charles Commander, Chair