

HOUSING AND NEIGHBORHOODS DEPARTMENT
OFFICE OF THE DIRECTOR



JACKSONVILLE HOUSING COMMUNITY AND DEVELOPMENT COMMISSION BOARD MEETING MINUTES

January 21, 2009

4:00p.m.

Proceedings before the Jacksonville Housing Community and Development Commission taken on Wednesday, January 21, 2009, Ed. Ball Building, 214 N. Hogan Street - 8th Floor Jacksonville Duval County, Florida commencing at approximately 4:00pm.

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 COMMUNITY AND DEVELOPMENT COMMISSION BOARD MEETING MINUTES
January 21, 2009

Board Members Present:

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

Professional Staff:

KAREN CHASTAIN, Esquire, Office of the General Counsel
Dr. JOHNNY GAFFNEY, Councilman - District 7

Others Present:

Sanford Horvitz, LISC
Angela Leatherbury, Habijax
Shannon Nazworth, Ability Housing
Deborah Wyche, Second Chance Help Center
Rev. Wyche, Second Chance Help Center
Robert Stockdale, Housing Partnership

Board Members Absent:

KERRI STEWART, Ex-Officio Member

Staff:

WIGHT GREGER, Director

JANE BOUDA	CAROLYN ANDERSON
LACREE CARSWELL	DAYATRA COLES
DARRELL GRIFFIN	ERROL SCHELL
LAURA STAGNER	TEMEKA STROUD
YON WHEELER	

JACKSONVILLE HOUSING COMMUNITY AND DEVELOPMENT COMMISSION BOARD MEETING MINUTES
January 21, 2009

The Last Board Meeting was Held on November 19, 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 4:00p.m. with a quorum present.		NA
Consider Approval of Minutes	Motion to approve the minutes of the November 19, 2008 meeting was made by Mr. King and duly seconded by Mr. Armstrong. Motion Passed 5-0.	JHCDC Minutes for November 19, 2008	N/A
1. Staff Reports	<u>Financial Report</u> Ms. Stagner stated that the financial information for the month ending November 30, 2008 is available for review in its new format. She gave a brief overview of the new financial reporting format and asked that the Board contact her with any comments and/or revisions.	Financial Report ending November 30, 2008	N/A
	<u>Legislative Update</u> Ms. Stagner reported that Neighborhood Stabilization Program (NSP) appropriation cleared its final committee today and is ready for City Council approval next week. She also stated that there are three Board appointments ready for City Council approval and expects to have the new Board members seated at the February Board meeting.	Legislative Update Memorandum	N/A
	<u>Contract Status Update</u> Ms. Stagner stated that the CDBG Rehab contract required revisions. She expects the document to be completed by the end of the week and ready to be forwarded to the agency for signatures. She	Contract Status Report Program Report	

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	<p>also stated that staff is still waiting for contracts that require real estate closings to be completed.</p> <p><u>Director's Report</u></p> <ul style="list-style-type: none"> • Ms. Greger stated that there should be three new Board members ready to serve at the next Board meeting. They are Mr. Ajani Dunn, Mr. Scott Witt and Mr. Philip Mobley. There are two slots available to complete the Board. Staff is diligently working with the Mayor's Office and City Council to get new Board members identified hopefully by the annual Board Retreat. • Ms. Greger stated that staff is looking forward to the next annual Board Retreat. Hopefully, most of the new Board members will be identified so that they can attend to discuss the upcoming strategic direction for the next year. • Regarding the Special Session of the Legislature. We are waiting for the Governor to either sign or veto the budget Bill regarding housing. Ms. Greger stated that regular sessions will begin in March and it is important that everyone rally together to educate the legislators on how housing and construction effects the economy in order to keep our funding dollars in tact. • Ms. Greger stated that staff has received the direction letter from HUD regarding the OIG audit issue. The audit pertains to issues of operations dated back to 1993. They have asked that \$3M be repaid as a 	<p>January 2008 Director's Report</p> <p>Letter regarding housing by Mr. Smith</p> <p>Email correspondence regarding housing risks</p>	<p>N/A</p>

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	<p>penalty for not maintaining affordability. She stated that the department do not have the funds to pay it back and they want to reduce the HOME award in the next year or the next three years to make up for the shortfall. Staff is working diligently with the Mayor's office to try to bring this issue to a positive resolution with the City. The worse scenario would be that the HOME funding would be completely cut for the next year.</p>		
	<p><u>Program Report</u> Ms. Coles gave an overview of the production reports for September 2008. She stated that staff is still moving forward in completing the 2008-2009 contracts. Within the next few months, the remaining amounts that are represented in the 2006-2007 production year will be coming to a close. At that point, there will be a two-year reporting period. Ms. Coles stated that because of the holidays, there was not much activity during the last month. However, staff participated internally in a three week mapping process to work on values and goals to strengthen the department. There were processes in six different areas developed and there are now step by step processes to be implemented so that everyone is on the same level of quality as far as customer service is concerned. Acceptance for the Universal Cycle applications ended on Friday, January 16th. There were a total of 34 applications received for Community Development and 46 applications were received for Housing Services. The individual divisions will begin to prepare to rate and rank each application. After scoring, recommendations will be brought to the Board for approval.</p>	<p>Production Report Program Report for 1/21/2009</p>	<p>NA</p>

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2. Committee Report	<p><u>Jacksonville Housing Finance Authority - JHFA</u> Ms. Greger stated that the JHFA Board made a decision to dissolve the 2006 single family bond issue. The remaining funds will be allocated to the 2007 single family bond issue. Last month, the Board awarded \$4M dollars to three different multi family projects and today they decided on the terms for those loans in order to make them more viable.</p>	JHFA Minutes for December 3, 2008	

3. Action Items

3a. Housing Counseling Certification Review

Referring to the Housing Counseling Curriculum Review to Participate Submissions, copies of which are attached hereto and by this reference made a part hereof. Ms. Coles stated that five agencies have requested consideration to be included as one of the City of Jacksonville's approved housing counseling agencies to provide the eight hour required counseling education course to individuals prior to their purchasing a home. The agencies are Second Chance Help Center, Jacksonville Urban League, Family Foundations, Housing Partnership and Jacksonville Chapter Association of Housing Counselors (JCAHCA). Based on national housing standards, there was a threshold that each agency had to meet. They had to be certified as a counselor through the National Foundation of Credit Counselors or Neighborworks America. They also had to be certified as a housing counselor for a minimum of one year and utilizing a nationally recognized curriculum. Ms. Coles stated that staff is

recommending that four out of the five agencies who have met the thresholds required by the industry standards be approved to become housing counselor agencies for the City. The application submitted by JCAHCA has been denied at this time. She is working with them to resolve some clarifications so that they can re-apply at a later date to be certified. Discussion ensued and Ms. Harrell made a motion to allow the following agencies to become representatives for the Housing and Neighborhoods Department to provide housing education for potential homebuyers:

- Second Chance Help Center
- Jacksonville Urban League
- Family Foundations
- Housing Partnership

Mr. King seconded the motion.

Motion passed 6-0.

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4. New Business	None.	N/A	N/A
5. Old Business	<p><u>TBRA Update</u> Referring to TBRA, Ms. Greger stated that the program is close to launching. The contract with Jacksonville Housing Authority is under review. She anticipates that the program will be up and running by the second week of February. When the program is ready, applications can be submitted by individuals who are in need of rental assistance. Ms. Greger</p>	NSP Scope of Services for RFP	N/A

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	<p>stated that she will keep the Board updated as more information becomes available.</p> <p><u>NSP Amendment Update</u></p> <p>Regarding the Neighborhood Stabilization Program (NSP), Ms. Greger stated that the letter was received from HUD yesterday accepting the plan as presented for the \$26M award for the NSP. There will be a solicitation for services in a number of categories to help with the program. There is a workshop scheduled for January 30th to talk about the program in general with those who would like to respond to the RFP.</p>		

Public Comments

None.

Adjournment - The meeting was adjourned at 4:37p.m.

**NEXT BOARD MEETING IS SCHEDULED TO COMMENCE ON FEBRUARY 18, 2009 AT 4:00P.M.
(UNLESS OTHERWISE NOTICED)**

CERTIFICATION

Recorded and Transcribed by:

Yonner Wheeler

Submitted by:

Secretary (N/A)

Approved by:

Charles Commander, Chair