



HOUSING AND NEIGHBORHOODS DEPARTMENT

MINUTES

OF

REGULAR MEETING

December 5, 2007

4:00 p.m.

December 5, 2007

4:00 p.m.

PROCEEDINGS before the Jacksonville Housing Commission taken on Wednesday, December 5, 2007, Ed Ball Building, 214 N. Hogan Street - 8th Floor, Jacksonville, Duval County, Florida commencing at approximately 4:04 p.m.

COMMISSION MEMBERS

CHARLES COMMANDER, Chair
BURSEY ARMSTRONG, SR., Member
CATHERINE L. CHILDERS, Member
KEN FILIP, Member
BARBARA HARRELL, Member
TERRY MOORE, Member
JIM PELLOTT, Member
ANTOINE D. ROBERTS, Member
BERNARD E. SMITH, Member
RONALD C. JACKSON, Member
SANTO VILLIFANA, Member

WIGHT GREGER, Director

APPEARANCES

BOARD MEMBERS:

CHARLES COMMANDER, Chair
BURSEY ARMSTRONG, SR., Member
CATHERINE L. CHILDERS, Member
BARBARA HARRELL, Member
RONALD C. JACKSON, Member
TERRY MOORE, Member.....absent
JIM PELLOTT, Member
KEN FILIP, Member
ANTOINE D. ROBERTS, Member
BERNARD E. SMITH, Member
SANTO VILLAFANA, Member.....absent
KERRI STEWART, Ex-Officio Member.....absent
ROSLYN PHILLIPS, Ex-Officio Member...absent

PROFESSIONAL STAFF:

KAREN CHASTAIN, Esquire, Office of the General Counsel

STAFF:

JANE BOUDA
FLORETTA GREEN
WIGHT GREGER
DARRELL GRIFFIN
DAYATRA ORDUNA
JAMES RICHARDSON
LAURA STAGNER-CRITES
YONNER WHEELER

OTHERS PRESENT:

V.R. DAVENPORT, NJCDC
CAROLYN ETTLINGER, Housing Partnership
PAT HANNON, Community Connections
SANDY HORVITZ, LISC
BISHOP JOHNSON, GTCDC
LINDA KANE, Holland and Knight
SHANNON NAZWORTH, Ability Housing
SAMANTHA ROBINSON, NJCDC
JANE SOUTHWELL, HABIJAX
ODESSA TOWNSEND, NJCDC
PAUL TUTWEILER, NJCDC
AILEEN WILLIAMS, NJCDC

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PROCEEDINGS

December 5, 2007

Regular meeting

4:00 p.m.

Call to Order and Comments. Chairperson Commander called the regular meeting to order at approximately 4:04 p.m. with a quorum present.

1. Consider Approval of Minutes of September 19, 2007 Regular Meeting. The first item on the agenda was the approval of the minutes of the September 19, 2007 Regular Meeting, a copy of which is attached hereto and by this reference made a part hereof. A motion was made by Ms. Childers to approve the minutes and duly seconded by Mr. Pellot.

Motion passed 8-0.

2. Staff Reports

2a. Financial Report

Referring to the Financial Reports, copies of which are attached hereto and by this reference made a part hereof, Ms. Stagner stated that the Financial Statements ending October 31, 2007 are available for review. The close-out financials for the fiscal year ending 2007 is still in process and some of the numbers will be changing. Since August 31, 2007, \$3.9M has been expended.

2b. Legislative Update.

Referring to the Legislative Update memo, a copy of which is attached hereto and by this reference made a part hereof. Ms. Stagner stated that the LISC Appropriation is awaiting first

City Council Reading. SHIP Appropriation for New Life Village is awaiting second City Council Reading. The items that have been completed by City Council since the last JHC meeting were the confirmation of Wight Greger as the "Director" of the Housing and Neighborhoods Dept., the confirmation of Floretta Green as "Chief" of the Housing Services Division, the re-appointment of Mr. Commander to JHC, the appointment of Mr. Ken Filip to the JHC and JHFA Board of Commissioners and the HOME Program Income for H2H.

2c. Executive Director's Report.

Ms. Greger stated that Mr. Commander is the new Chair for the JHC and Mr. Smith is the new Chair for the JHFA in place of Ms. Denise Wallace. She also introduced staff and their responsibilities related to JHC. The next JHC Board meeting is scheduled for January 23, 2008 and the regular Board meetings will be scheduled on the standard third Wednesday after that unless otherwise noticed. The Sr. Management Team is going through a strategic planning process that should be completed before the holidays. There is a mandatory Ethics training in January 2008. The board will be notified of the dates.

2d. Program Reports

Referring to the Production Report and the Contract Status report, copies of which are attached hereto and by this reference made a part hereof, Ms. Orduna gave a brief overview of the new Production Report format. She stated that they would

like to submit 3 fiscal years of information for reporting purposes with a one month lag. Ms. Harrell stated that during the universal cycle, there may be a need to go back at least five years to find out why agencies are taking so long to expend funds before they are approved for continued funding. In reference to the Contract Status Report, Ms. Orduna stated that this material is just general data and a finalized report will be available for review at a later date.

3. Committee Reports

3a. Jacksonville Housing Finance Authority.

Mr. Smith stated that at the JHFA Board meeting today, there was an approval for the extension of the Preliminary Agreement for Bennett Creek, and there was an update on the 2006 and 2007 Single Family Bond Issues. Referring to the Loan Commitment to Vestcor regarding the 9 acres at Mayport, Mr. Smith stated that Vestcor was awarded the property to use for affordable housing. Presently, Vestcor is applying to the Florida Housing Finance Corporation (FHFC) for housing tax credits. They have to submit information stating that they have local government contributions in order to be successful. They have requested a \$245K loan from the JHFA. The JHFA approved a 40-year, non-amortizing, 0% loan for \$245K that would be backed by an Evergreen Letter of Credit (LOC) as evidence of the local government support for the developer's tax credit application. However, if FHFC change its policies and permits the City's land that is being donated to

count as the local government contribution or if there is another alternative City funding source (e.g. SHIP funds), the JHFA's loan commitment would either be reduced or eliminated to the minimum level needed to maximize the developer's point on the application. In essence, staff is recommending the same contingencies for JHC to approve the authorization of the loan in the amount \$245K from the SHIP proceeds according to their policies as evidence of the local government contribution. Therefore, the commitment for the loan would be withdrawn from JHFA. Mr. Pellot made a motion to approve the loan in the amount of \$245K. Ms. Childers seconded the motion.

Motion Passed 9-0.

3b. Finance Committee

Ms. Stagner stated that there was no Finance Committee meeting. However, she will be meeting with Mr. Pellot next week to review the financial information. Presently, Mr. Pellot is serving as a committee of one for the Finance Committee meetings.

3c. Loans and Grants Committee

Referring to the Loans and Grants Committee meeting on November 14, 2007, Ms. Harrell stated that at the last Loans and Grants Committee meeting, there was an approval for funding for the Housing Partnership of NE Florida and the approval of an extension for six months for Community Connections.

4. Action Items

4a. Housing Partnership of NE Florida

Referring to the Housing Partnership Letter, a copy of which is attached hereto and by this reference made a part hereof, Ms. Harrell stated that the Housing Partnership is requesting that they are allowed to retain \$172,500 within their loan fund and recycle it to assist more eligible applicants to purchase a home. Mr. Smith made a motion to approve the request of the Housing Partnership. Mr. Pellot seconded the motion.

Motion Passed 9-0.

4b. Community Connections Request for Extension

Referring to the letter from Community Connections, a copy of which is attached hereto and by this reference made a part hereof, Ms. Harrell stated that the Loans and Grants Committee approved an extension of re-payment on two loans from Community Connections for six months. Mr. Smith made a motion to approve the extension for Community Connections. Mr. Pellot seconded the motion.

Motion passed 9-0.

5. Discussion Items

5a. Strategic Planning

Mr. Commander stated that there will be a Board Retreat to conduct a strategic planning session in February. The session will include how to become a more comprehensive Board to make things better in Jacksonville as far as policy. There will be some dates provided to the Board so that a date can be finalized.

5b. Don't Borrow Trouble

Ms. Green stated that the City of Jacksonville has been working in collaboration with Freddie Mac and community organizations to launch the Don't Borrow Trouble (DBT) program. The program will target the City of Jacksonville/Duval County with emphasis on the low and moderate income neighborhoods who principal residences are being foreclosed. She stated that since this project is in its beginning stages, staff will come up with some criteria by the end of the year.

6. New Business

6a. Homeowner's Testimony (Northwest Jax CDC)

Mr. Tutweiler from the Northwest Jacksonville CDC gave an overview about their organization and what they have done for the community particularly in targeted areas as well as crime problems that plague the City of Jacksonville. He provided their annual report as well as general information, copies of which are attached hereto and by this reference made a part hereof, for review. Ms. Robinson stated that she purchased a property around the 29th and Chase area and is working diligently to help her community for better living conditions and encourages others to buy property to help revitalize some targeted areas in the City of Jacksonville.

7. Old Business

None.

Public Comments.

- Bishop Johnson from Grace and Truth CDC thanked the Board

and staff for their support in their plight to making better home living conditions in the City of Jacksonville. He stated that their organization is working diligently to let others know that there are programs available in Jacksonville for assistance.

- Ms. Southwell from Habijax stated that they did not receive their contract that was supposed to be effective since July 2007 for the Sadowski Act. Mr. Commander stated that her request will be addressed with a response from staff.
- Ms. Nazworth from Ability Housing wanted to inform the Board that there was an approval for the Timiquana project that eventually fell through. However, they plan to come to the Board for approval in the future for more funding on other projects.

Adjournment

Meeting adjourned at 5:50p.m.

JACKSONVILLE HOUSING COMMISSION

Certification

Recorded and Transcribed by:

Submitted by:

Yonner Wheeler

Secretary (N/A)

Approved by:

Charles Commander, Chairman

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