

**CHARLOTTE COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE**

MEETING AGENDA

**May 28, 2008 at 9:00 AM
Family Services Center
21450 Gilbralter Drive, Conference Rm
Port Charlotte, Florida**

- I. Roll Call
- II. Approval of Minutes of April 23, 2008
- III. Marty Burton, Charlotte County Attorney, and Vikki Carpenter, Director of Charlotte County Human Services to discuss revisions to the AHAC ordinance
- IV. Robert Hebert, Charlotte County Administration, Community Initiatives and Legislative Liaison to discuss Coopers Street Project as part of Hurricane CDBG grant
- V. Jeff Crimer, Planner, Charlotte County Growth Management Department to discuss Comprehensive Plan
- VI. SHIP
2008 Housing Fair, August 20
- VII. Multi Family Report – Brandi Day
- VIII. The Housing Corporation Report - Brenda Bala
- IX. SHIP/Recycled Funds Report
- X. Public Comment - Limited to Three Minutes. Must Address Housing Issues.
- XI. Committee Member Comments

Adjournment

Next Meeting: The meeting will be held on June 25, 2008 at the Family Services Center located at 21450 Gibraltar Drive in Port Charlotte.

***NOTE: IF YOU ARE UNABLE TO ATTEND, PLEASE CONTACT BRANDI DAY
AT 505-4889 SO YOU CAN BE RECORDED AS EXCUSED.***

Enclosures: Agenda; Cooper Street proposal; May 28, 2008 Minutes; SHIP, Multi-Family and Recycled funds Reports

**New Operation Coopers Street
Potential Scenario Developed
As per Direction of Joint Meeting
City Council, City of Punta Gorda and
Charlotte County Board of County Commissioners, Charlotte County**

BACKGROUND: At the March 14, 2008 joint meeting of the City Council and the Board of County Commissioners it was determined that the City and the County would develop a plan and work together to assist the New Direction Cooper Street, Inc., (NOCS) in its efforts to conduct two phases of construction to provide additional space to expand and continue its programs. This was assigned to the Charlotte County Director of Community Initiatives to pursue and bring back to both bodies a proposal for accomplishment.

City Council has, by vote last week, voted to provide up to \$100,000., of their annual CDBG allocation to financially aid this project as well as committed to expedited permitting and some additional considerations as the project progresses. The City additionally owns the NOCS building and provides maintenance, insurance and upkeep in addition to financial grants for operational costs. The County provides annual program grants towards the operation of the programs at NOCS.

The CC Board of County Commissioners, on May 20, 2008, authorized the modification of the DCA/CDBG Hurricane grant to provide up to \$525,000. to the Phase 1 construction project. This is contingent on:

1. DCA approval of the request for redirection of the funds from other projects either under budget or not being spent
2. The City, as owners of the property, has to go out for bid for the construction
3. The entire project being paid for by CDBG funds must be completed by the end of February, 2009.

PHASES:

PHASE I: as planned would entail the construction of (1,954 sq. ft.):

1. a Commercial Kitchen to allow for the certified hot meal program to provide meals for children that come to the center that do not have nourishing meals each day without the Center. Currently food is cooked and donated by local hospitals and carried to the Center. This will allow food preparation on site.
2. Two additional classrooms for the after school educational/tutoring programs. The center has a waiting list of approximately 40 children. This, with other building additions, would resolve this problem to be

- increased by the completion of over 150 public housing units ½ mile south and two other Low Income housing projects within one mile.
3. To resolve issues with ADA compliance with new restrooms
 4. Storage space to free up other space for contact areas.

Estimated cost for Phase I is estimated at \$450,000 to \$610,000.

PHASE II:

This phase is construction of a multipurpose/recreation space (3,200 sq. ft.) and interior renovations to existing facilities.

There is no cost estimate at this time for Phase II.

PROPOSED SOLUTION/COUNTY PARTICIPATION

As part of the Hurricane Recovery CDBG Grant there were numerous projects. All but one of these projects is nearly completed. Our agreement is to spend at least half of the \$9,000,000., within the City limits. Thus far we have reached this goal and have nearly completed all City projects and will have exceeded the 50% threshold of the Interlocal grant agreement between the City and the County.

The major remaining project is infrastructure work in the Charlotte Harbor CRA area. The CDBG grant portion of this project is to pay for engineering and design work. A limit on HUD funds in proportion to project total costs dictates the amount that the grant will pay. This project came in significantly under budget resulting in a large decrease in the engineering and design cost allowances. This with other funds not being used due to lower costs than when this was projected immediately after the 2005 hurricane season has resulted in about \$300,000. This amount in addition to the remaining dollars committed to the Charlotte Harbor CRA project could result in approximately \$500,000., left over in this grant. Since the NOCS was severely damaged by Hurricane Charley, it would be an eligible facility to utilize the CDBG funds. The potential project was presented to DCA on two occasions with agreement from DCA that this project would be eligible.

The proposal would be to commit this money, in addition to the City's commitment to be put toward the Phase I construction of this facility.

The second phase of the enhancements to NOCS is off in the distant future due to funding not being available for some time and the County will more than likely not have future funds to contribute to the cost of Phase II. This would be for future consideration. Future CDBG grants are limited to unincorporated county and cannot be used within City limits. There is a potential that one of the remaining portable buildings having been utilized since the hurricane could be lent to NOCS as temporary facility until NOCS is able to raise the funds to build

the last phase of their wish list. This is subject to the availability of a suitable portable within the county inventory.

This would require the approval of:

The Interim County Administrator - Received

The Board of County Commissioners – Received

The affected Department Directors (Portable building use) – Pending

The County Attorney – Received

The City of Punta Gorda – Received

CHARLOTTE COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
MINUTES
April 23, 2008

The meeting convened at 9 a.m. at the Family Services Center at 21450 Gibraltar Drive in Port Charlotte. Committee members present included Jim Kelley, Melissa Doyle, Jeff Ahrens, Jeanette Deptula, Lou Anne Curtis, Jean Farino. Barbara Melanson was excused. Loraine Helber, Charlotte County Housing Manager, Jeff Crimer and Commissioner Duffy were present.

Motion was made by Melissa Doyle and seconded by Jim Kelly to approve the February 2008 minutes. Motion carried; none opposed.

Ms. Helber introduced the speaker, Ted Brown, of Baker Law, counsel for the Wilder Companies, developers of The Loop. The Loop is a large retail development with business office space and 500 residential units in Punta Gorda. Mr. Brown spoke to the issues and costs developers confront when financing and constructing a development such as The Loop.

Ms. Helber shared info from an applicant who is interested in the vacant construction representative seat. The committee chose to table any decision until next month's meeting. Lou-Ann Curtis' announced she is not going to continue serving in the Member-at-large representative. That vacancy will be posted in the agenda of the BCC meetings until filled.

The Multi-family report, the Housing Corporation Report and the SHIP/Recycled report were shared with the Committee. Harbor Place and Gulf Breeze Apartments will be leasing up beginning in May for June occupancy.

The next meeting will be held May 28, 2008, at 9am at the Family Service Center at 21450 Gibraltar Drive in Port Charlotte.

The meeting was adjourned.

Respectfully submitted,



Brandi Day,
Program Coordinator,
Charlotte County Housing Services



The Housing Corporation

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CHARLOTTE COUNTY CORNERSTONE LOAN PROGRAM ♦ AND ♦ REHABILITATION PROGRAM

ACTIVITY REPORT

PERIOD BEGINNING 01-01-08 ENDING 04-30-08

Total Number of Applications Received 32
Total Number of Applications Processed 32
Total Number of Applications Approved 27
Total Number Minority Applications Received 5

Total Number of Down Payment/New Construction Applications Approved 23
Total Number of Rehabilitation Assistance Applications Approved 4

Total SHIP Dollars Funded 859,418.77
Total Rehab SHIP Dollars Funded 108,120.34
Total Down Payment/New Const. SHIP Dollars Funded 751,298.43
Total Cornerstone Loan Mortgages Generated 1,623,131.00

APPLICANT INFORMATION

Head of Household:	Male <u>13</u>	Female <u>14</u>
Head of Household Race:	White	<u>23</u>
	Black	<u>3</u>
	Hispanic	<u>1</u>
	Other	<u>0</u>
Head of Household Age:	0 - 18	<u>0</u>
	19 - 25	<u>8</u>
	26 - 40	<u>7</u>
	41 - 64	<u>10</u>
	64+	<u>2</u>
Family Size:	1 Person	<u>14</u> ▶ Total Clients Assisted <u>14</u>
	2 - 4 Persons	<u>13</u> ▶ Total Clients Assisted <u>32</u>
	5+ Persons	<u>0</u> ▶ Total Clients Assisted <u>0</u>
		▶ Total All Sizes <u>46</u>
Types of Rehabilitation:	Roof	<u>1</u>
	Plumbing	<u>1</u>
	AC/Heat	<u>1</u>
	Windows/Doors	<u>2</u>
	Exterior Paint	<u>1</u>
	Living Space	<u>0</u>
	Handicapped Access	<u>0</u>
	Electrical	<u>0</u>
	Sewer/septic	<u>1</u>
	Other	<u>1</u>
Income Level:	Very Low	<u>6</u>
	Low	<u>15</u>
	Moderate	<u>6</u>

Note: Income levels are based on family size

Multi-Family Rental Housing Report April 2008

Murdock Circle Apartments, a 264 unit affordable housing apartment complex located on Collingswood Boulevard, was constructed with assistance from a tax exempt bond in 2001. In March 2008, the complex reported 92% occupancy.

The Pines of Punta Gorda is a 336 unit affordable housing apartment complex located on Taylor Road in Punta Gorda. The manager reported a 63% occupancy rate.

Charlotte Crossings is an affordable senior housing apartment complex to be constructed on Sandhill Boulevard. The Carlisle Group has been approved by the Board of County Commissioners ("BCC") to receive a \$3,224,000 loan from HHR funding. Revised plans call for construction of three buildings with 124 rental units. Final plans have been submitted to Charlotte County for review. Fish & Wildlife approved Carlisle's Habitat Conservation Plan; the Take Permit has been received. Construction should begin in the spring of 2008. Carlisle has cleared the site.

Charleston Cay is a 128 unit affordable housing apartment complex under construction on Harborview. Wendover Housing Group was approved by the BCC for a grant of \$1,250,000 of HHR funding and an additional \$250,000 in SHIP funds. Both are funded as a zero percent interest loan. The complex reported 96.5% occupancy.

Hampton Point Apartments is a 284 unit affordable housing apartment complex for non-elderly households developed by Picerne Development of Altamonte Springs, Florida. The complex has 13 buildings, with 2, 3, and 4 bedroom units. Hampton Point reported 72% occupancy.

Marian Manor is 31 affordable housing rental units to be constructed by the Diocese of Venice on Vick Street in Charlotte Harbor. The project was awarded a total of \$806,000 of HHR funds and SHIP assistance of \$465,000 by the BCC. Marian Manor received notice in December 2007, that the project will receive primary funding from the State's 2007 Universal Cycle. Marian Manor has submitted all required documents to State underwriting. The project should be on the State Board's agenda for underwriting approval in June. Closing of State funds and construction should follow shortly thereafter.

The Punta Gorda Housing Authority ("PGHA") has been awarded \$450,000 of SHIP funds to rebuild rental units destroyed during the hurricanes. The Gulf Breeze Apartments will have 171 units. The final plat was approved by the Punta Gorda City Council on May 16, 2007. Construction has begun; Construction is nearing completion. The Housing Authority has begun taking rental applications in anticipation of leasing its first units in June. Construction is expected to be complete by December 2008.

Special Needs

Harbor Place Apartments (*formerly known as Ellicott Circle*) is a 14 unit complex to be constructed by Goodwill Industries of SW Florida on Ellicott Circle. This project is affordable housing for disabled Charlotte County residents. Primary financing is through the HUD Section 811 (Supportive Housing for Persons with Disabilities) program. SHIP funds of \$260,000 provided gap financing. Construction should be complete in June. Goodwill is accepting application for units now.

Coastal Safe Haven, a proposed 52 bed facility, will provide housing to Charlotte County homeless individuals who have been diagnosed with mental illness or substance abuse. The Charlotte County Board of Zoning approved the special exception request for zoning density. Kelly Hall is emptied and ready for rehab. The site survey is complete and the Contractor is finalizing bids with subcontractors. Coastal Safe Haven received \$500,000 in HHR funding. Plans have been submitted to the County for review and permitting.

Genesis Chara House, an existing 16 bedroom dormitory type building with 42 beds in Punta Gorda, was remodeled. This facility houses single mothers with infants or toddlers where the families may stay up to two years. The Chara House received \$1,433,944 in HHR funds and \$240,000 in SHIP funds. The facility is fully operational.

Genesis Bishop House is a six bedroom, 12 bed emergency housing with kitchen/dining facility for single pregnant women. The Bishop House received \$406,800 in HHR funds and \$100,000 in SHIP funding. Operations at the facility have been temporarily suspended pending new sources of operational funding.

Genesis Safe House, a proposed 54 bed shelter, is designed to house 30 single men and eight single women. It will also have four family units, each capable of housing a family of four. The Safe House received \$1,400,090 in HHR funds and \$600,000 in County sales tax proceeds. The Housing Coalition recently received the CO, and the project should be placed in service soon.

Williams Place, a 12 unit complex in Punta Gorda for persons with physical disabilities, received HHR funds for rehabilitation. Grant documents have been drafted and are being reviewed by HUD. Work should begin soon. The property is fully occupied with a waiting list.

Restoration Roads, a new non-profit creating transitional housing for homeless youth between the ages of 13-18, received HHR to purchase and rehabilitate a group home in the revitalization area. The property has been purchased and bids for the work are being reviewed. Work should begin this summer. A goal has been set to have the facility operational before the beginning of the new school year.

**Report on SHIP Strategies for the months of July, 07 Through June, 08
April, 2008**

Funds expended by Strategy	Acct No.	Amount expended
Down Payment Assistance	82.0015	2,042,733.61
Housing Construction	82.0021	306,825.28
Housing Corporation	82.0022	115,810.64
Housing Rehab	82.0024	260,264.15
Foreclosure Prevention	82.0032	101,620.15
Homebuyer's Club	82.0041	81,600.03
Rental Rehab	82.0042	0.00
Rental - New Construction	82.0043	710,000.00
Non Profit Rental Rehab	82.0046	0.00
Loan Loss Reserve	98.0033	7,691.12
Community Land Trust	82.0051	20,500.00
GRAND TOTAL EXPENDED GRANT YR TO DATE		3,647,044.98

Total Funds received

Program Income		
HABITAT	\$	-
THE PINES MORTGAGE	\$	-
REFINANCE	\$	191,732.45
Recaptured Funds		
CORNERSTONE	\$	-
SALE OF HOME	\$	42,890.54
HOUSING CORP. REPAYMENT OF CONST. LOAN	\$	403,993.86
OTHER	\$	-
Total Recycled Funds Received	\$	638,616.85
SHIP funds received from Florida Housing Finance YTD	\$	1,442,107.00
Interest Received YTD	\$	203,575.76
Total SHIP Funds and Interest Received	\$	1,645,682.76
GRAND TOTAL FUNDS RECEIVED YR TO DATE	\$	2,284,299.61