

**CHARLOTTE COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE**

MEETING AGENDA - REVISED

**December 17, 2008 at 9:00 AM
Family Services Center
21450 Gibraltar Drive, Conference Room
Port Charlotte, Florida**

- I. Roll Call
- II. Approval of Minutes from November 19, 2008
- III. Vote on submitted proposals for multifamily rental SHIP funds
- IV. Vote on proposed changes to Local Housing Assistance Plan
- V. Update from Charlotte County Housing Services – Brandi Day
- VI. The Housing Corporation Report - Brenda Bala
- VII. Report from Habitat for Humanity – Mike Mansfield
- VIII. Public Comments (limited to three minutes)
- IX. Committee Member Comments

Adjournment

Next Meeting: The meeting will be held at 9:00 am on January 21st 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 505-4884 SO YOU CAN BE RECORDED AS EXCUSED.***

Enclosures: Agenda; November 19, 2008 Minutes; HHR/SHIP report

CHARLOTTE COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
MINUTES
November 19, 2008

The meeting convened at the Family Services Center at 21450 Gibraltar Drive in Port Charlotte. Committee members present included James Marshall, Barbara Lisby-Sowell, Jim Kelley, Nancy Bell, Jean Farino, Jeff Ahrens, and Barbara Melanson. Kristen Marsella was excused. Jim Sweeney was absent. Melissa Doyle arrived at 9:17. Mike Mansfield arrived at 9:20. The following people were also present:

Brandi Day, Charlotte County Housing Division,
Bob Hebert, Charlotte County Housing Division,
Vikki Carpenter, Charlotte County Human Services,
Aida Andujar, Florida Housing Coalition,
Brenda Bala, The Housing Corporation of Charlotte County,
Dana Sanchez, *Sun-Herald*, and
John Hastings, Marsella Homes.

Mr. Kelley called the meeting to order at 9:10 am.

The agenda for the meeting was altered to eliminate the presentation on the Sunshine Laws and to start with the presentation from the Florida Housing Coalition.

Ms. Andujar provided an overview of the free technical assistance services provided by the Florida Housing Coalition. She also provided a detailed overview of the Local Housing Assistance Plan and the state requirements for it. Ms. Andujar recommended creating flexibility in the LHAP. She also recommended adding requirements for energy-efficient and universal design features in developments.

Ms. Bell recommended approving the minutes from October 22, 2008. Ms. Lisby-Sowell seconded the motion. The minutes were approved unanimously.

Mr. Hebert updated the Committee on the process to change the LHAP. Ms. Carpenter stated that the Board was pleased with the work the Committee put into the recent report to the Board of County Commissioners. Mr. Mansfield stated that the impact fees were an issue, but he believes this issue was adequately addressed. Mr. Hebert cautioned the Committee that all of the ideas may not be implemented.

Due to time limitations, it was decided by the Committee that discussion of proposed changes to the LHAP would occur at the December meeting.

Mr. Hebert provided an update on the Neighborhood Stabilization Program. The plan was released by the Florida Department of Community Affairs on December 14th for a 15-day public comment period. It may be modified before it is finalized on December 1st. At this point, it is possible that the County will get two allocations of a little over \$5 million and \$2 million. Housing Services is currently developing plans for the county's response.

Ms. Bala gave a brief report for the Housing Corporation. She thanked the County for the recent allocation of \$80,000 in funds for foreclosure counseling.

Mr. Mansfield reported that Habitat currently has 17 houses underway. They are focusing on the completion of nine houses in Punta Gorda before shifting back to the homes in the Revitalization Area. He also thanked the County for the additional funding for their 14 houses to be constructed this fiscal year. Habitat is interested in pursuing projects through the Neighborhood Stabilization Program.

Mr. Hebert also said that the County will be partnering with the City of Punta Gorda to expend the Neighborhood Stabilization Program funds. The County is also hoping to pursue additional funding from the state through the impact fee reduction reward money. The Board of County Commissioners will likely decide in December about whether or not to extend the impact fee reductions.

The Notice of Funding Availability for multifamily rental programs has been published. Responses are due by December 12, 2008.

During committee member comments, Ms. Melanson thanked Ms. Bala for speaking at the Human Resource Manager Society meeting to help spread the word about the County's housing programs. Ms. Bell thanked Aida for her presentation and said she learned a lot. Mr. Mansfield apologized for being late to the meeting.

Ms. Doyle made a motion to adjourn the meeting. Ms. Melanson seconded the motion. The meeting was adjourned at 10:14 am.

The next meeting will be held December 17, 2008, at 9:00 am at the Family Service Center at 21450 Gibraltar Drive in Port Charlotte.

Respectfully submitted,



Brandi Day,
Program Coordinator,
Charlotte County Housing Services

Affordable Housing Projects Spreadsheet
November 30, 2008

Project	Total Proj. Est. Cost Approved by BCC	Balance Available	Contract Signed	Expected Start	Expected Finish	Draw # 1	Draw # 2	Draw # 3	Project Status - Remarks	Units/ Beds	Target Population	Target Income
HHR												
Charleston Cay (Wendover Housing Group)	\$ 1,250,000.00	\$ -	7/21/2006	Apr-07	Oct-07	\$ 1,250,000.00			Fully operational. Lot has been cleared. Foundation has been laid. The developer is waiting to close on its financing with FHFC in January 2009. The next phase of construction is expected to begin in December. The three buildings will be completed in phases beginning September 2009 with leasing complete by June 2010.	128	Non-Elderly	50/60%AMI
Charlotte Crossing (Charlisse Development Group)	\$ 3,224,000.00	\$ 3,224,000.00		Jul-08	Jun-10				Renovations are complete. Additional operating funds will be required before the property can open at full capacity. A date for occupancy has not yet been determined.	124	Seniors	60% AMI
Coastal Safe Haven (Coastal Behavior)	\$ 500,000.00	\$ -	10/10/2006	Jun-08	Sep-08	\$ 100,000.00	\$ 86,360.14	\$ 313,639.86		52	Special Needs	30% AMI
Genesis Bishop House (Homeless Coalition)	\$ 406,799.95	\$ -	2/24/2006	Feb-06	Jul-06	\$ 327,213.52	\$ 37,005.43	\$ 42,581.00	Facility completed.	16	Special Needs	30% AMI
Genesis Chara House (Homeless Coalition)	\$ 1,433,944.00	\$ -	12/19/2005	Dec-05	Jun-06	\$ 1,356,473.56	\$ 49,588.38	\$ 27,882.06	Facility completed	42	Special Needs	30% AMI
Genesis Safe House (Homeless Coalition)	\$ 1,400,090.30	\$ -	12/19/2005	Aug-07	Jun-08	\$ 122,288.47	\$ 226,738.85	\$ 1,051,062.98	Facility completed. Opening planned for December 2008.	52	Special Needs	30% AMI
Habitat for Humanity (Homes for Revitalization Area)	\$ 2,100,000.00	\$ 970,000.00		Jan-08	Jun-09	\$ 240,000.00	\$ 420,000.00	\$ 470,000.00	Contracts signed. 29 lots have been purchased. Eight homes are occupied.	30	Non-Elderly	<80% AMI
Housing Corporation (Rehab for Lease/Purchase in Revit. A)	\$ 1,650,000.00	\$ 1,112,961.43	4/1/2008	Jan-08	Jun-09	\$ 248,370.17	\$ 133,759.59	\$ 154,908.81	Grant documents completed. HC has begun purchasing properties. The first five homes are expected to be occupied by January 2009.	10	Non-Elderly	<80% AMI
Marion Manor (Diocese of Venice)	\$ 806,000.00	\$ -		Jan-09	Jun-10	\$ 806,000.00			State Underwriting expected November 2008. The property should begin construction by January and be completed by December 2009.	31	Non-Elderly	50/80%AMI
Restoration Roads (Transitional Youth Facility)	\$ 980,000.00	\$ -	12/11/2007	Feb-08	Apr-09	\$ 544,778.37	\$ 28,893.68	\$ 406,327.95	Grant documents completed. Renovation has begun, but is being held up by z required zoning change. Work is expected to be completed by March 2009.	18	Special Needs Youth 14-17	30% AMI
Williams Place Apartments	\$ 236,405.00	\$ -	6/25/2008	Feb-08	Sep-08	\$ 140,195.00	\$96,210.00		Renovations have been completed. Property is fully occupied again.	12	Special Needs	50% AMI
Total HHR Funds	\$ 13,987,239.25	\$ 5,306,961.43				\$ 5,135,319.09	\$ 1,078,556.07	\$ 2,466,402.66				
SHIP												
Harbor Place Apartments (Goodwill)	\$ 260,000.00	\$ -	8/14/2007	Aug-07	Oct-08	\$ 98,694.00	\$ 135,070.00	\$ 26,236.00	Property is complete. Ribbon cutting occurred in October.	14	Special Needs	30% AMI
Charleston Cay	\$ 250,000.00	\$ -	7/21/2006	Apr-07	Oct-07	\$ 250,000.00			Fully operational.	128	Non-Elderly	50/60%AMI
Genesis Chara House	\$ 240,000.00	\$ -	10/25/2006	Dec-05	Jun-06	\$ 23,664.69	\$ 216,335.31		Facility completed.	42	Special Needs	30% AMI
Genesis Bishop House	\$ 100,000.00	\$ -	2/13/2007	Feb-06	Jul-06	\$ 100,000.00			Facility completed.	16	Special Needs	30% AMI
Marion Manor	\$ 465,000.00	\$ -		Jan-09	Jun-10	\$ 465,000.00			State Underwriting expected November 2008. The property should begin construction by January and be completed by December 2009.	31	Non-Elderly	50/80%AMI
Gulf Breeze Apartments (Punta Gorda Housing Auth.)	\$ 450,000.00	\$ -	7/22/2007	Jul-07	Dec-08	\$ 450,000.00			There are 107 units occupied with three units still available. Construction is expected to be complete on all 171 units in December.	171	Non-Elderly	30/60%AMI
Total SHIP Funds	\$ 1,765,000.00	\$ -				\$ 1,387,358.69	\$ 351,405.31	\$ 26,236.00				
Grand Total Housing Funds	\$ 15,752,239.25	\$ 5,306,961.43				\$ 6,522,677.78	\$ 1,429,961.38	\$ 2,492,638.66		700		