

**CHARLOTTE COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE**

MEETING AGENDA

**May 27, 2009 at 9:00 AM
Mid-County Regional Library
Port Charlotte, Florida**

- I. Roll Call
- II. Approval of Minutes from April 22, 2009 and April 29, 2009
- III. Report from Charlotte County Housing Services – Bob Hebert
- IV. Report from The Housing Corporation – Brenda Bala
- V. Report from Habitat for Humanity – Mike Mansfield
- VI. Organizational Issues
- VII. Presentation on Florida Sunshine Laws
- VIII. Public Comments (limited to three minutes)
- IX. Committee Member Comments

Adjournment

Next Meeting: The meeting will be held at 9:00 am on June 24, 2009, at the Mid-County Regional Library.

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

CHARLOTTE COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
MINUTES
April 22, 2009

The meeting convened at the Mid-County Regional Library at 2050 Forest Nelson Boulevard in Port Charlotte. Committee members present included Mike Mansfield, Melissa Doyle, Nancy Bell, Jeff Ahrens, Kristen Marsella and Barbara Melanson. The following people were also present:

Brandi Day, Charlotte County Housing Division,
Bob Hebert, Charlotte County Housing Division,
Doreen Stoquert, Charlotte County Budget Office,
Brenda Bala, The Housing Corporation of Charlotte County,
Diana Bella, The Housing Corporation of Charlotte County,
Marty Burton, Charlotte County Attorney's Office,
Ken Quillen, Charlotte County Growth Management
Bonnie Waldrop, Restoration Roads Ministry,
Cheryl LaVechio, Restoration Roads Ministry,
Ted Quigley, Restoration Roads Ministry,
Paula Wilman, Punta Gorda Housing Authority,
Paul Schaefer, Schaefer Homes,
John Hastings, Marsella Homes, and
Paula Rhodes, Norton Development.

Mr. Mansfield called the meeting to order at 9:00 am. Roll call was taken. A quorum of six was present. Business proceeded.

The question of approval of minutes from the February meeting was called. Ms. Doyle recommended approving the minutes. Ms. Bell seconded the motion. The minutes were approved unanimously.

Ms. Day reported from Charlotte County Housing Services that outreach has been increased and presented five new program-specific brochures that were created as well as an updated version of the Affordable Housing Catalogue reflecting 2009 income limits.

Ms. Bala reported that all SHIP programs are currently open. There is a lot of demand for the rehab program with 25 calls received in one day after an article was published in the newspaper. At this point, there are approximately 50-75 applications out. In the Neighborhood Revitalization Area, all units are under construction or completed. Eleven units were done with funds remaining. All families currently in the units are doing well. With the new lease-options available for the CLT units, two have already been committed to families. The three units on Helen Avenue will close May 15, 2009. With the subsidy, the mortgage for these units will be about \$25,000.

Mr. Mansfield reported that Habitat had a successful Builders Blitz in March. All nine units were completed in five days and closed the following week. They will have seven units closing in the next two weeks. The units in the Revitalization Area should be complete in June. They are already starting to lay slabs for units to be completed next fiscal year. Banks have called them seeking to dispose of land they recaptured. Habitat has seen an increase in demand this year, especially from lower-income families.

For item VI on the agenda, Mr. Mansfield needed to recuse himself due to a conflict with Habitat. Therefore, no quorum was present. The committee decided to proceed with a discussion on the topic.

There was a discussion of the proposed use of the \$2 million received by the County from the Impact Fee Incentive Fund. The County proposed dividing it between Habitat for Humanity and the standard down payment program with tiered award levels of \$35,000 for VLI households, \$20,000 for LI households, and \$15,000 for MI households. Mr. Mansfield asked, on behalf of Habitat, that the \$1.4 million dedicated to the organization be used for households up to 60 percent of AMI rather than 50 percent. There was discussion about the fairness of this. Ms. Bala suggested that the Housing Corporation be able to offer \$35,000 to households earning 60% of AMI or less, just as Habitat could do. The committee concurred with this suggestion. No formal vote was taken.

In support of the tiered down payment system, changes to the LHAP will be necessary. Therefore, Housing Services put forth a question to increase funding for several programs. This was based on the need seen in the community and the fact that SHIP and HHR funds would no longer be able to be layered together to assist people needing more funds than the current limits allowed. Foreclosure Prevention was increased from \$10,000 to \$15,000. The Extended Home Protection Foreclosure assistance increased from \$12,400 to \$17,400. Homeowner rehab assistance was increased from \$30,000 to \$50,000. These changes were recommended with the caveat that not everyone would be receiving these increased amounts, but it would be allowed in the extreme cases where it was deemed necessary. Ms. Melanson motioned for the change. Ms. Doyle seconded the motion. It was approved unanimously.

The final question on the AHAC agenda with the reallocation of leftover HHR funds. Because the project in the Revitalization Area and the CLT came in under budget and an estimated \$310,000 of the interest earned hadn't yet been allocated, there was an estimated \$692,665 to be reallocated. In addition, there was discussion about the \$3,224,000 currently allocated to Charlotte Crossing, which may not be viable. In that case, these additional funds would become available, but would need to be used by June 30, 2009.

Mr. Hebert cautioned that Charlotte Crossing is still legally obligated. Although the County is working to step back from that obligation because the project no longer seems viable, those funds cannot be recommitted at this time. It may take up to 30 days for the County to determine whether or not those funds can be used somewhere else.

Ms. Melanson recommended using funds for the completion of Still Waters Home. Mr. Hebert responded that the Board of County Commissioners is seeking a solution to the issue and it is no longer a question for AHAC.

Housing Services put forth three recommendations for the use of the funds: provide additional funds to administer the foreclosure program, provide additional funding for the rehab program, and roll over any remaining funds to the SHIP program for future use. Mr. Ahrens motioned approval. Ms. Marsella seconded the motion. It was approved unanimously.

Public Comments: Mr. Ted Quigley spoke representing Restoration Roads. He reported that the property is 65 percent complete. Dr. Lucy Garner has notified them that there are 38 students age 14 to 17 in the school system who are homeless. The facility can

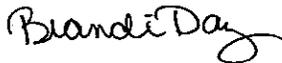
accommodate 18. They need \$300,000 to finish the project. They have plans in place to raise the money, but they cannot do it by the deadline imposed by the County of June 30th. If they can get the money, the County will give them an extension. They pleaded for more funding recommendations from the Committee.

Ms. Rhodes spoke on behalf of the Punta Gorda Housing Authority phase II project for seniors, a follow-up to Gulf Breeze Apartments, which is now 95 percent occupied. She reported that the County lost 135 public housing units from the hurricane. Of those, 85 were replaced by Gulf Breeze, but more units are needed. PGHA has some funds on hand for the next project, but nothing can happen until all the funds are available. Therefore, they are looking for alternative sources. They are hoping to build 120 units in two phases of 60 units each. They currently have a funding shortfall in excess of \$2 million. They are pursuing all sources to close this gap, but this will delay the project because of the funding cycles and wait time. She urged the committee to provide some of the excess HHR funds to this project.

During member comments, Ms. Bell commended Ms. Day for her hard work with the Committee. Ms. Melanson seconded this and commented specifically on the Citizens Advisory Task Force for the NSP program. Ms. Marsella also commended Ms. Day for her hard work.

The meeting adjourned at 10:05.

Respectfully submitted,



Brandi Day,
Program Coordinator,
Charlotte County Housing Services

CHARLOTTE COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
MINUTES
April 29, 2009

The meeting convened at the Mid-County Regional Library at 2050 Forest Nelson Boulevard in Port Charlotte. Committee members present included Mike Mansfield, Melissa Doyle, Kristen Marsella Barbara Lisby-Sowell, James Marshall, Jean Farino, Jim Kelley and Barbara Melanson. The following people were also present:

Brandi Day, Charlotte County Housing Division,
Doreen Stoquert, Charlotte County Budget Office,
Kelly Studenwalt, Charlotte County Budget Office,
Brenda Bala, The Housing Corporation of Charlotte County,
Marty Burton, Charlotte County Attorney's Office,
John Hastings, Marsella Homes, and
Ken Brobst, KR Brobst Builder.

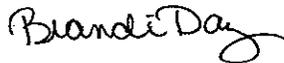
Mr. Mansfield called the meeting to order at 10:02 am. Roll call was taken. A quorum was present.

The only item on the agenda was the proposed use of the \$2 million received by the County from the Impact Fee Incentive Fund. The County proposed dividing it between Habitat for Humanity and the standard down payment program with tiered award levels of \$35,000 for VLI households and LI households up to 60 percent AMI, \$20,000 for LI households, and \$15,000 for MI households. Ms. Marsella asked what the process would be for disbursing the funds. The current process for the down payment program was explained as it will be the standard for these new funds as well. Mr. Marshall motioned that the proposed use of funds be approved. Ms. Marsella seconded the motion. The motion was approved.

During member comments, Mr. Mansfield thanked Ms. Day for her hard work and service to the County and said she would be missed.

The meeting adjourned at 10:06.

Respectfully submitted,



Brandi Day,
Program Coordinator,
Charlotte County Housing Services