

**CHARLOTTE COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
MINUTES**

October 16, 2013

Human Services

Main Conference room

1050 Loveland Blvd.

Port Charlotte, FL 33980

- I. ROLL CALL:** The meeting was called to order at 10:01 am by James Kelley. Roll was taken and a quorum was present.

Committee members present:

James Kelley, Chairman	Banking/Mortgage
Mike Mansfield	Not for Profit Housing Provider
Barbara Melanson	Charlotte County Employee -CCSB
John Mahshie	Planning & Zoning Board
Diana Bello	Not-for- Profit
Earlene Oliver	Citizen Resident Representative
Todd Peres	Essential Services Representative

Committee members Excused:

Others present:

Bob Hebert	Charlotte County Housing
Doreen Stoquert	Charlotte County Budget & Fiscal Services
Wilda Rock	Charlotte County Housing
Rose Brooks	Charlotte County Housing
Ken Quillen	Charlotte County Planning
Commissioner Stephen R. Deutchsh	Board of County Commissioner
Martha Burton	County Attorney's Office
Debrah Forester	Charlotte County Economic Development Office
Lorraine Helber	Punta Gorda Housing Authority

II. Public Comments on Agenda Items

Staff: Commented on the new law that the legislature passed last year, into effect on October 1, 2013. Any committee that is advisory to the Board or reports to the Board will have the public comment section at the beginning of the agenda, so that the public can make comments. There is an additional public comment section today under new business because we have a first of the hearings related to the change of the Neighborhood Stabilization Program. In the future at the beginning of all of our agendas, public comments will be listed after the roll call.

There was no public comment today.

III. Approval of Previous Meeting Minutes

Minutes for June 19, 2013 meeting – Motion: to approve minutes as presented Mansfield, Bello Approved

IV. Old Business

A. Management Report – (Attached)

1. **HHR** – Closed out.
2. **SHIP** – Staff: Show year by year, status of money expended. The County received \$350,000.00. The City of Punta Gorda will receive \$36,400.00 of these funds. \$70,000.00 for Special Needs Housing rehab and Owner occupied no new constructions, rehab or addition to home allowed.
3. **NSPI** – Staff: All funds for NSP 1 were spent. DEO did monitoring visit; we are just waiting for DEO to get instruction from HUD to close out.
4. **NSPIII** – At this point 8 completed properties. Two will be completed in 30 days – 3 bedroom 2 bath homes. One will be completed in 45 days a 4 bedroom & 4 bath special need house. All these houses are located in Parkside District. Funds will be expended by end of December 2013.

B. SHIP Annual Report (Attached)

Staff reviewed report – report addresses 3 fiscal years for the State; 2010/2011 was closed out this year. The current year was fund by the National Mortgage Settlement. Punta Gorda Housing Authority has a commitment for 75,000.00 for their phase two project which will need to be used by June 2014.

The County received a new allocation of \$350,000.00. Of these funds \$36,400.00 are committed to within the City Limits. \$70,000.00 for Special Needs Housing rehab and Owner occupied with no new constructions allowed. Any projects must be rehab or an addition to the home.

Mr. Mansfield asked what defines special needs.

Staff: by definition by the Florida Housing Finance Corporation. If one family member is disabled the house can be retrofitted or an addition can be made to the house to provide accessibility even if the adult child does not own the home but still lives with parents.

C. Update on Housing Corporation property disposal

Housing Corporation no longer exists but at the time they ceased operation they had 15 properties under lease-option which was transferred back to the County. All properties are disposed of except 4 properties; 3 were rented and 1 was vacant. 2 were evicted and houses had significant damage. They both needed to be cleaned and repaired. It takes 90 to 120 days to evict, since it has to go to the Board for their approval.

Commissioner Deutsch: stated that we need to streamline the eviction process, by giving administratively giving Ray Sandrock or his delegate authorization to begin eviction the process.

Staff: The County Attorney's office will need the Housing Manager to request for that process to begin. Once the eviction notice is posted the tenants have left prior to Board approval being requested.

Staff: A few of the lease-option homes were bought through the personal financing; but the majority were transferred to Habitat for Humanity for qualification under their program for the home ownership.

Staff: Human Services is in the process of applying for an Emergency Housing Grant, which will be tied in with the Family Self-Sufficiency Program. They did ask us to hold the last three houses for this program as emergency transitional housing.

Staff: There are three houses on Helen Avenue in Punta Gorda, there were supposed to be part of the CLT program but the Housing Corporation never transferred ownership to the CLT and they were not transferred to the County with the original 15. Taxes were not paid on these houses, and there were outstanding utilities liens on these houses. Sun Trust Bank said they gave a line of credit to Housing Corporation based on these properties. The Bank had gone to court to put lien on the three houses and that any income produced by the Housing Corporation would be giving Sun Trust. County now has ownership of these properties and has offered one of the houses for Sun Trust Bank in satisfaction of the lien and the County would keep the two remaining houses. One of the houses had a tenant live there over two years without paying any rent. One is empty; another currently has a single mother and five children that were homeless. This family was placed in this house as an emergency transitional house and to try to eliminate vandalism by having it occupied.

Sun Trust has questionable legal rights on the houses, but houses were never transferred to CLT. County is acting as a custodian over these three houses; SHIP & HHR funds were used for these house.

Staff: explained that NSP funds are to be used for foreclosures homes; SHIP is used to help low income families to rehabilitate their homes and for down payment assistance.

Mr. Mansfield offered that this situation happened because of the Housing Corporation ceased operation.

Staff: Most of the tenants that were in the lease-option program really didn't qualify to purchase the house, but they were definitely low-income families. We tried to get them ready to purchase the home and if they didn't successfully go through the program they had to leave the properties.

Mansfield: Some went to counseling through Solstice and some went to Habitat and tried to comply. Some successfully completed the program and are now new homeowners.

V. New Business

A. Neighborhood Stabilization Program Fund reallocation presentation (Attached)

Staff reviewed the changes needed to revise NSP3 budget. The AHAC needs to review these changes and accept Public comments followed by the adoption of a recommendation to the Board for their consideration. Committee action is required prior to presenting this to the Board.

Staff defined the NSP activities and responded to questions:

Activity 1 Rehab of acquired properties. This would include the due diligence for acquisitions not completed.

Activity 2 Demolition of structures the County does not own, and are condemned by the Code Enforcement process. Liens are placed on the property, so if owner tries to sell the lot they would have to pay off the lien.

Activity 3 New Construction most of the properties were demoed and rebuilt; all are 3 bedroom and 2 bath homes. All will be sold or transferred to Habitat for LMI ownership.

Activity 4 Administration fees no changes – administrative cost, salaries.

Activity 5 Set-aside Rehab one house was Rehab for rental per grant terms 25% must be reserved for low to very low income families to qualify at an income level less than 60% of AMI Income limits.

Activity 6 Set-Aside New Construction two houses are for new construction for rental.

Marketing was done with the income limit to 80% from 60% and some to 120% of AMI to see if any could be sold directly.

Mr. Mansfield: Habitat's program is based on 60% of income, but when properties are transferred to Habitat 80% was allowed through Habitat National.

Under the NSP3 grant a total purchased was 11 properties; 8 were issued a certificate of occupancy, 2 will be done in 30 days and 1 will be completed in 45 days. Currently we are taking application for the rental properties. Last property is a 4 bedrooms and 4 baths house for special needs housing rental. All are concrete block houses.

Staff answered several questions: Currently there are 3 rental applicants either they are paraplegic or quadriplegic. This is not a nursing home but they will have caregivers working with them. Each of the renters will have their own lease.

They will have their own bedroom and bath and share the kitchen area and common area. There will be an office for caregivers to examine the client or for consultation. It will be a work in progress, as this is a new program for special need persons. The rental rate will be 30% of their total income, so each individual will be different rental rate. There will be an added maintenance fee to clean the house and mow the yard if the tenants aren't able to do so. All utilities will be shared equally by the tenants. The three applicants are currently living in a house together and with rent increases they are not able to afford to stay there.

Mrs. Forester stated that she will be reaching out to the builders association, CDBIA and private developers for donations to soften and enhance the building's appearance.

B. Public Comments on this agenda item

None

C. Committee Action

Motion: to approve recommended changes as presented and to forward as a Committee recommendation to the BCC; Mansfield, Bello Approved

VI. Other Business

A. Punta Gorda Housing Authority Report

Ms. Helber reported that the PGHA is applying for 9% tax credit for senior housing construction of Phase two of their recovery. FHFC, for the last couple of years, has tried to come up with an application process to be fairer to applicants based on public policy and need. Process hasn't worked in past years. Current process is by lottery. PGHA has not been successful for the past 8 years, even though application score is 100%, still not picked. The location of the property is at Cooper & Airport Road in Punta Gorda.

The application has PGHA required a local match of \$75,000.00 from SHIP funds. If they do not get the tax credit funding these funds will go back into the SHIP program.

Ms. Helber answered questions - PGHA had Section 8 re-open pre-application in July 2013; received over 800 applications. Only 250 were selected via lottery to create a waiting list. It is considered a five year waiting list. Turnabout for Section 8 vouchers is 12 vouchers per year. They are unable to re-issue Section 8 vouchers because the Federal Government reduced the allocation. Prior to Hurricane Charley the County received 140 vouchers. Vouchers were increased to 250 vouchers after the 2004 Hurricane Season. Severe funding reductions have resulted in vouchers not being issued.

There are some Veterans housing vouchers which are not included in the Section 8 voucher numbers.

Ms. Helber explained Section 8 vouchers - Section 8 vouchers are based on income. Rental amount is based on 30% of their income and the voucher pays the remainder. So family can rent from local landlord at market price. It is for

families that meets the 50% Area Median Income and below. PGHA received four duplexes units located on Fitzhugh in Punta Gorda form the NSP 1 program fund. These are restricted to 50% Area Median Income. All units are occupied since December 2012.

VII. Next meeting date: January 15, 2014 at 10:00am, location:
Human Services Building – Main conference room,
1050 Loveland Blvd., Port Charlotte, FL 33980.

VIII. Adjournment at 11:05 am