



City of Tampa

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Affordable Housing Advisory Committee

Wednesday, November 16, 2022

4900 West Lemon Street

Tampa, Florida 33609

MEETING MINUTES

Pursuant to notice, the public hearing/regular meeting of the Affordable Housing Advisory Committee for the City of Tampa was held on Wednesday, November 16, 2022.

Members Present:	Harry Hedges Tony Rodriguez Tina Forcier	Shawn Wilson Jennye Hall Debra Koehler
Members Absent:	Russ Versaggi Lynn Hurtak	Ernest Coney
City Staff Present:	Kayon Henderson Marquaz McGhee Rebecca Johns	April Espinosa Mercedes Young Abbye Feeley
Public Present:	Matthew Pleasant Edmund Saldana Jason Shalbo	Norberto Duenas Sue-Tanya Crosbourne Angela Poole

1. CALL TO ORDER/ ROLL CALL:

The regular meeting of the Affordable Housing Advisory Committee was called to order on Wednesday, November 16, 2022, at 1:30 pm by Chairman, Harry Hedges. There were sufficient members for a quorum.

2. APPROVAL OF MINUTES

Chairman Hedges requested approval of minutes from the September 21, 2022 meeting.

Debra Koehler made a motion for the approval of the September 21, 2022 minutes. The motion was seconded by Tony Rodriguez. The Committee unanimously approved the motion.

3. PUBLIC COMMENT

No comment

4. HOUSING AND COMMUNITY DEVELOPMENT UPDATES

Kayon Henderson updated the Committee with the following events.

a. DARE

The number of closings was reset with the beginning of a new fiscal year. There has been seven closings for October, some closings have stacked multiple funding sources. HCD has been stacking as many funds as possible to provide eligible clients with sufficient down payment assistance to qualify for a loan.

The City of Tampa expended \$185,000 on seven closings and the East Tampa CRA expended \$105,000 on five closings. HCD has 54 active reservations, these individuals have funds reserved while they are looking for a home. There are 15 applicants currently under contract for FY23.

b. Homeless Outreach – Tampa Hope

As of 11/11/2022, Tampa Hope has served 444 unduplicated individuals.

The following statistics were provided regarding Tampa Hope's clients:

- 26% discharged to permanent housing with the average stay of 72 days.
- 39% of the clients reported they were homeless in the 33605-zip code.
- 79% report they were not employed at intake.
- 11% have entered Tampa Hope and gained employment.
- 60% self-reported substance abuse or mental health illness.
- 16% are 62 years of age or older and 3% are between the ages of 18-24.

From May - November, the Homeless Outreach Team has provided the following services:

- Homeless Outreach made about 758 touches in the community.
- Provided 632 information and referrals.
- Provided 227 food and/or snacks.
- There are 1011 total client contacts.
- Provided 56 diversions.

This team is comprised of three employees, they are making a lot of touches in the community. HCD wants to help get homeless individuals back home through diversion. All data is being tracked annually to help budget for the changing needs in

the community, such as, nutrition, and touches with code enforcement and Tampa Police.

c. Rental Move-In Assistance Program (RMAP)

Last October when RMAP opened, there were only two employees working the 1,000 applications that were received within the first nine days. Now, there are about 12 temps currently working on this program. They all received about one month of training. A maximum of 250 applications per day are accepted only on Wednesday and Thursdays. The goal is to process all 500 applications within seven days. Applications are being approved within 21 days and a payment is sent to the landlords within 21 days.

RMAP Phase I received 335 applications, with 96 applications approved, and only 76 applications being fully funded. A total of \$759,255.87 was encumbered and \$378,828.07 total funds were expended. The average applicant was awarded \$9,990.21.

RMAP II was created because funds were exhausted within the first couple of days of the RMAP I release. Subsequently, a waitlist was created to accommodate 3,500 unprocessed applications. All 3,500 applicants have been contacted and only 200 of those individuals actually submitted a 'completed' application. Of those 200 applications, 121 applications were approved, but only 42 applications were fully funded. Some common issues with the 121 approved applications were either they did not find a unit to move into or able to submit a valid lease.

RMAP Phase II encountered a lot of fraud. The link was being shared with others that were not on the waiting list. Therefore, applications were being processed for individuals that skipped the waiting list.

There were 54 new move-ins and 23 lease renewals. The average application award was \$3,975.05.

RMAP Phase III opened on October 5th and 2,000 applications have been received. About 300 applications have been approved. A combination of funds expended is about \$3,000,000 of the \$5,000,000. By January, this program will need to be scaled-back. The State is flexible with increasing the AMI limits but has not changed the dollar amount on rent. If the State will grant waivers on the rent amount, then HCD can create a new program similar to RMAP. This program would need State funding up to 140% AMI and rent that matches, in order for HCD to assist.

Ms. Koehler discussed ideas how to stretch this funding further to help more individuals obtain as much help as possible. Ms. Henderson explained that RMAP funds are not used as pre-payment on rent. These funds are paid monthly for the remainder of

the lease. In some instances, if the landlord does not have this guaranteed rent for the duration of the lease, they would rather evict the tenant.

For RMAP Phase I and Phase II a total of \$5,000,000 was expended. RMAP III has an additional \$1,000,000 and has not been encumbered.

d. Owner Occupied Rehab

Currently, there is one household in progress. The team has been recertifying eligibility on the 146 applicants on the active waitlist. The State does require these applications to be recertified.

There is \$1,300,000 in SHIP funding. City Council approved \$1,000,000 in Housing Program Funds, and for residents living in East Tampa there is \$986,220 in ETCRA TIF funds. City Council approved the amendment on 11/10/22 to add more funds, about \$3,300,000 to assist individuals already on the waitlist. The Owner Occupied Rehab program is expected to be a flagship program moving forward.

Due to the high number of homeowners on the waitlist; OOR is no longer accepting applications through the end of the year.

e. Infill 2

There are 17 lots in the in Infill Phase 2. Currently, there are five homes under contract. All permits have been issued for the Infill lots. Five homes have been completed and received their C.O. Three more homes will receive their C.O. within the next 30 days; this is only eight months after fully executed agreements. There are only four houses not completed. The Developers and Housing Counseling Agencies are working together to match income eligible buyers to the newly constructed homes. Two homes have been sold (Habitat for Humanity and Jerry Bell).

There is a combined total of \$14,172 (ARPA funds) in Water Capacity Fee Waivers for our developer partners available. These waivers have had a huge impact in the project.

Ms. Henderson discussed concerns regarding these newly built homes awaiting purchase. People breaking into these new homes and stealing the appliances. One developer had to replace a window five or six times. These break-ins are adding costs to the developers and reflects negatively on HCD. Previously, when this situation happened in Sulfur Springs, HCD had to pay for an officer to stay at each house overnight. Marquez McGhee stated that two properties were broken into just this week. One person was caught breaking into a house. He already stole the refrigerator and microwave, and he was going back to steal the stove.

The committee discussed if the appliances could be installed after closing to prevent theft. However, this will not work due to HQS inspections needing to be completed prior to closing. Due to the amount of time needed to initiate HCD's wire transfer

(down-payment assistance) the HQS needs to be completed well in advance.

f. Replacement Home Pilot

There have been three homeowners that have been identified to participate in this pilot program. This pilot consists of homes that exceeded the repair allowance for the OOR program and will be torn down and a new home built on the same lot. The mortgage will remain 'silent' or can be assumed. The replacement home may be sold; however, the City's money would need to be paid back. The affordability period will be 30 years.

Home plans have been provided by BDG Architects pro bono for the first property at 2614 E. Chelsea St. Mr. Washington's home was demolished on October 24th, and he is currently living with relatives.

An Invitation to Bid will go out to the contractors in November to build a new home.

For the second property, the resident owns two adjacent lots. She would remain in her current home while the new home is built. After completion of her new home, the old house would be demolished due to code violations.

g. Community Housing Development Organization (CHDO)

The 2022 RFP closed on 6/9/22 and the HOME Award was granted to Hillsborough Co. Habitat for Humanity CHDO (\$1,000,000). New construction for seven homes will tentatively be scheduled to start 1/1/2023. Curiosity Creek will have a total development of 25 homes.

CDC of Tampa has five homes, one under construction, and four lots are in site preconstruction phase. Their agreement was extended. The water and sewer lines are being placed. ETBCA has five homes pending sale and this project is on schedule. Habitat will use CHDO proceeds towards building four new homes (recycled program income).

h. Columbus Drive Land Acquisition

The City's acquisition of real properties located at 3105 E. Columbus Drive was approved by Council on 7/14/2022. The land comprises 2.3 acres and will be used for future development of affordable multi-family housing. This development will use both CDBG and ARPA funds. ARPA funds will be used for down payment assistance. The committee discussed how long the process took for the land acquisition. The process took about a year due to the complexity of having four different parcels, under three LLCs to become one entity. ARPA funds were not available at the time. This land is not eligible to be placed in the land trust due to CDBG funds being used. If certain funding sources are used, then the program never officially closes out, leaving the City open for audit. The City would need to become a land bank with HUD; therefore, the City cannot buy and sit on land. The City has a goal to have a land trust and is working

with Florida Housing and Bloomberg.

i. Single-Family Rental Updates

RTTB has been awarded \$200,000 ARPA in funds for new construction. This was approved by City Council on 10/6/2022. The affordability period with ARPA funds is 20 years. There will be five single-family rentals at 50% AMI located in the Sulphur Springs area.

5. NEW BUSINESS

a. SHIP Report

SHIP planned funds will be used for Down Payment Assistance, Owner Occupied Rehab, Demo/Rebuild, Adderley (multi-family new construction), and Funland Acquisition (with ARPA). SHIP issues their money upfront. The first portion of the allocation was received and will be earmarked for \$400,000 in Down Payment Assistance.

Marquez McGhee spoke about the Invitation to Bid for Replacement Homes that includes the scope of service, building plans, and City's building criteria available at the site. The developers can view the site, evaluate the trees, and a survey will be available. The Invitation to Bid would be available to the public for 30 days. After 30 days, the sealed bids would be received by the City's procurement department. The allocated amount to be used for reconstruction is \$260,000. Replacement Homes will be using SHIP funds; therefore, AHAC would need to vote on the structure of the RFP.

There will be a note on these properties due upon sale. Also, LURAs will be added and recorded. The applicants will have their property taxes and insurance escrowed. The property taxes will be expediently higher. Ms. Forcier spoke about proposing legislation that would address affordable housing property taxes.

b. HOME-ARP Plan

HCD is expected to receive \$6,335,438 in funding. On August 25th the HOME-ARP plan was submitted to HUD for review. After answering HUD's questions, it was returned to HUD for final review. The plan has not been approved; however, per HUD's policy, if the plan is not approved by 10/1, then it is automatically approved.

HUD needs to approve the action plan for permission to use these funds for eligible activities, such as, new construction, rehab, and vouchers. Once approved, HCD can start the RFP process. HCD is hoping to have completed the RFP by March when the request for allocation is completed. The goal is to have one large application that includes homeless funds, HIV funds, HOME-ARP funds, and RUSH funds (ESG). About \$800,000 in RUSH funds were awarded due to ESG and CV funds being completely spent. Every municipality that exhausted their CV funds were provided additional funds. These funds can be used for rapid rehousing for the homeless.

c. Hurricane Ian Cleanup

City staff worked hard helping homeless residents find emergency shelter. After Hurricane Ian, HCD staff set up about 100 tents at Tampa Hope to welcome the residents back.

d. Warrick Dunn Foundation

The Warrick Dunn Foundation is celebrating their 25th anniversary of Homes for the Holidays by returning to Tampa, where the program began on November 25, 1997. Both recipients of the Home for Holidays program were part of Infill Phase II. Both applicants are at or below 50% AMI and will use a lot of stacked financing to purchase these infill homes. AHAC members were invited to attend this celebration.

6. ANNOUNCEMENTS

None

7. NEXT MEETING

December 14, 2022.

8. ADJOURN

Ms. Koehler made a motion to reschedule the upcoming AHAC meeting to December 14th, a week earlier and the motion was seconded by Jenye Hall. Motion was unanimously approved. Motion carried.

Harry Hedges made a motion to adjourn the meeting, the motion was seconded by Ms. Koehler. Chairman Hedges adjourned the meeting at approximately 2:45 pm.