



# City of Tampa

*Jane Castor, Mayor*

## Housing & Community Development

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### Affordable Housing Advisory Committee

**Wednesday, October 16, 2024**

**2555 E. Hanna Ave., 3rd Floor**

**Tampa, Florida 33610**

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### MEETING MINUTES

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Pursuant to notice, the regular meeting of the Affordable Housing Advisory Committee for the City of Tampa was held on Wednesday, October 16, 2024, at 1:30 PM in the Third Floor Conference Room.

<b>Members Present:</b>	Lynn Hurtak	Tammy Haylock-Moore
	Cathy Coyle	Juawana Colbert
	Giovanny Cardenas	Jennye Hall
	Ed Busansky	Ernest Coney
	Robin Lockett	Jim McCarthy

**Members Absent:** Debra Koehler

<b>City Staff Present:</b>	Michelle Boone	April Espinosa
	Rebecca Johns	Marquaz McGhee
	Anne Croyn	Denise Papajorgji
	Abbye Feeley	

<b>Public Present:</b>	Shawn Wilson	Darcie Jarrett
	Januane Scobese	

#### 1. CALL TO ORDER/ ROLL CALL:

The regular meeting of the Affordable Housing Advisory Committee was called to order on Wednesday, October 16, 2024 at 1:30 pm. There were sufficient members for a quorum.

#### 2. APPROVAL OF MINUTES

In absence of a Chairperson, Michelle Boone, City staff, requested approval of the July and August minutes. Lynn Hurtak made a motion for the approval of the minutes. The motion was seconded by Cathy Coyle. The Committee unanimously approved the motion.

### **3. PUBLIC COMMENT**

Shawn Wilson (Blue Sky Communities) extended an invite to the Adderly grand opening. It has been rescheduled for November 5, 2024 at 10:00am.

### **4. ELECTION OF CHAIR AND VICE CHAIR**

Nominations for positions were solicited from the Board during the meeting. The Committee was able to self-nominate. The Committee voted to elect Lynn Hurtak as Chair and Jennye Hall as Vice Chair.

### **5. BAY AREA LEGAL AGREEMENT UPDATE**

Ms. Johns provided a brief update regarding the City's contract that was recently renewed with Bay Area Legal. The City has a contract for \$75,000 for landlord/tenant issues. The City spent about \$10,000 on services. Since 2022, the City has referred 15 clients to Bay Area Legal. Clients need to be below 200% of the federal poverty guidelines and have less than \$5,000 in assets to qualify for free legal assistance. Bay Area Legal provides general information, drafts documents, negotiates with landlords, and litigates cases.

Currently, the City has a new contract for \$75,000. The Committee asked if the income/asset requirements could be less restrictive to allow more clients to receive assistance. Ms. Johns states these guidelines are set by Bay Area Legal Services. If this money is not spent, then it will be returned to the General Fund.

In Hillsborough County, Bay Area is the only provider of these types of legal services.

Mr. Coney states there are other professional legal groups that may assist people with higher incomes. Ms. Johns states that the City cannot contract with these legal group because they are private attorneys. The City cannot provide referrals to attorneys. Mr. Coney states the CDC helps refer families to maintain their homes and assist with heir properties. He asked if the City could extend these services with Bay Area Legal from landlord/tenant to assist with heir properties. The City will explore these options. It is unsure if Bay Area Legal has specialized attorneys.

The City will reach out the Pinellas County to find out if they have other options with legal services.

### **6. LHAP INCENTIVES**

The LHAP incentives are required to be reviewed annually by AHAC. The City creates a three-year LHAP with strategies on how to spend SHIP dollars on different categories, such as down payment assistance, owner-occupied rehab, and new construction. These incentives are required to be submitted to the Florida Housing Coalition and the Florida Housing Finance Coalition by December of each year. The incentives will be included in the LHAP for FY2025-2027.

The Committee discussed the required eleven incentives and provided feedback for updates and changes. These incentives will be provided to the City Council and then to the State by the December deadline. The Incentive Report is attached to these minutes for reference.

## **7. HOUSING AND COMMUNITY DEVELOPMENT UPDATES**

Michelle Boone updated the Committee with the following events per the presentation materials provided to the Board.

### **a. DARE (Down Payment Assistance)**

There have been 59 closings for FY24, some using stacked funds.

The City of Tampa expended \$1,640,000 using HOME/CDBG/SHIP/HPF and \$655,000 using East Tampa CRA funding. HCD has 39 active reservations, these potential homebuyers have funds reserved while they are looking for a home. There are 20 applicants currently under contract for FY24.

### **b. Homeless Outreach – Tampa Hope**

Tampa Hope provides shelter to homeless men and women in the City of Tampa. From Tampa Hope's opening 1,233 clients have been served and 619 unduplicated individuals have been provided shelter. The average stay is 104 days.

Catholic Charities has purchased an additional 90 Hope Cottages, with 27 of the cottages being for double occupancy.

It will take approximately 16 weeks for Pallet Shelters to fabricate the cottages. Two weeks after fabrication, the cottages will be delivered and installed. It is estimated to take 90 days to anchor the cottages, dig electrical lines, and add electricity to the cottages. The estimated completion date is May 2025.

### **c. HCD Homeless Outreach**

From 10/2023 – 9/2024, the Homeless Outreach Team made 895 client contacts. The Homeless Outreach Team placed 56 clients into permanent housing and 168 clients into shelters. There were 619 linkages to services, 33 diversions, and 4 encampment cleanups.

With permission from the RMAP clients, the Homeless Outreach Team shared several client success stories.

In Partnership with The Adderly, the City of Tampa Homeless Outreach team will be referring 20 clients to the set aside units for when it opens in October. The Adderley is 128 units at or below 80%.

d. Rental Move-In Assistance Program (RMAP)

The Housing and Community Development Department opened RMAP on February 1<sup>st</sup>, 2024. The program is only open on Tuesdays and Thursdays at 9:00 am and will accept the first 25 eligible (completed) applications. The need is very competitive. This allows staff to maintain a manageable caseload. Applicants moving through the process relatively quickly.

RMAP Phase V offers rent assistance, move-in assistance, and eviction prevention assistance. Eviction prevention will assist individuals with up to two months of rent arrears and on-going rent subsidy up to a year, or to the end of the current lease.

If eligible, City of Tampa residents will be able to access \$1.6 million set aside for Rent and Move-In Assistance, and an additional \$1 million for Eviction Prevention, which allows up to two months of arrears. These funds are available from the 2024 approved budget. The total budgeted funds for RMAP Phase V are \$2,600,000.00.

Since the opening of the program, 908 applications have been completed. The average award is \$4,653.15. There have been 108 new move-ins, 285 current leasers, and 118 eviction preventions assisted through RMAP funds. Families with children, homeless, and disabled populations have benefited the most.

RMAP Phase VI opened on August 8, 2024, and received 413 completed applications. The average award is \$6,232.49 with \$1,057,740.94 of total budgeted funds.

The housing information line has received 4,6959 calls since October. Most of the calls pertain to the RMAP and rental assistance.

e. Replacement Homes

The replacement home for Mr. Washington is 70% complete. The replacement home for Mrs. and Mr. Inman is under review for a Special Use 1.

f. Infill 3

There are 19 lots available that will include opportunities to build both single and multi-family homes, with most lots located in or near East Tampa. The estimated number of units proposed was 38, including rental and SF for sale development.

This program is in the pre-planning phase for all lots including infrastructure and road requirements.

Most contractors selected for Infill 3 are minority-owned.

There were 113 City owned lots that were conveyed to local developers, who built and sold single-family homes to income eligible buyers in phase 1 and 2.

Prior to 2018, these lots were not on the County's tax roll. Since 2019, the Infill I & II lots have generated \$922,096.59 in revenue, including TIFF funds in CRA areas.

g. Multi-Family Rental Updates

HCD is working with Bel Mar (with Tampa Housing Authority), received \$2,000,000 in HOME Funds, all 100 units will be affordable and completed by December 2024.

The Adderley (Blue Sky), received \$2,000,000 in ARPA and SHIP funds, all 128 units will be affordable, opens October 2024.

47th Street (RUDG), received land plus \$75,000, 175 units are mixed income and was provided land purchased with federal funds and will have a 99-year affordability period. This project is in the Planning and Permitting stage and construction will be completed in 2025.

The Pittman Group/Shacres, received \$2,500,000 in CDBG and HOME, all 10 townhomes will be affordable rentals and is in permitting.

Catholic Charities (Mercy Oaks II), received \$1,250,000 in SHIP funds, 17 efficiency and/or 1BR units was acquired and will be rehabilitated/converted from a commercial office structure. This project is in the construction stage and planned for December completion.

Madison Highlands II, LIHTC (New South Residence), received \$750,000 in SHIP funds, 92 units for seniors, all affordable, financing approved.

The Canopy (THA and Related), received \$75,000 in HOME funds, in will provide 188 total units. Project is under construction.

Marquee (Richman Group) has a \$12,000,000 agreement with the City and will provide 354 units using ARPA funds (General Funds). There will be a 99-year affordability period. This project is under construction and will be completed in 2025.

## **5. NEW BUSINESS**

- a. HOME ARP RFP has about \$5,000,000 in funding and will be used for multifamily rentals to assist qualified populations. The RFP was released, due September 16<sup>th</sup> and 4 applications were received.
- b. CDBG Economic Development release is pending.
- c. Multifamily RFA was released on 3/2024. Six applications have been received to date. Three projects have been recommended for funding, closed at this time.

- d. Multifamily monitoring RFP was released and is due September 3<sup>rd</sup> and 2 applications were received.
- e. The Committee discussed AHAC taking a field trip to Tampa Hope in January, when the Community Center is completed.

**6. ANNOUNCEMENTS**

none

**7. NEXT MEETING**

November 20, 2024

**8. ADJOURN**

Meeting adjourned at approximately 3:10 pm. The motion was made by Cathy Coyle and seconded by Juawana Colbert.