

# City of Gainesville

City Hall  
200 East University Avenue  
Gainesville, Florida 32601



**DRAFT**

## Minutes

**DRAFT**

Monday, April 29, 2013

6:00 PM

City Hall, Roberta Lisle Kline Conference Room

## Community Development Committee

*Commissioner Thomas Hawkins, Chair  
Commissioner Randy Wells, Member  
Commissioner Yvonne Hinson-Rawls, Member*

*Persons with disabilities who require assistance to participate in this meeting are requested to notify the Equal Opportunity Department at 334-5051 or call the TDD phone line at 334-2069 at least two business days in advance.*

**CALL TO ORDER**

*The Community Development Committee meeting was called to order at 6:20 p.m.*

**ROLL CALL**

**Present** 3 - Hawkins, Wells, and Hinson-Rawls

**ADOPTION OF THE AGENDA**

**Adopted**

**APPROVAL OF MINUTES**

**121065.** Community Development Committee Minutes of February 11, 2013 (B)

RECOMMENDATION *The Community Development Committee approve the Minutes of February 11, 2013, as circulated.*

**Approved by Consensus**

**121066.** Community Development Committee Minutes of March 26, 2013 (B)

RECOMMENDATION *The Community Development Committee approve the Minutes of March 26, 2013, as circulated.*

**Approved by Consensus**

**DISCUSSION OF PENDING REFERRALS**

**120740.** Review of Pending CDC Referrals (B)

*Move the Food Vendor/Truck Hours (121069) into the Within-One-Month column and Fred Murry, Assistant City Manager, will bring back the item information at the next meeting.*

*Motion: Commissioner Wells moved and Commissioner Hinson-Rawls seconded to strike from the pending referral list Landlord License Fee (061025) and City of Gainesville Land Acquisition Process (090679); and to hear Continue Implementation of the Ten Year Plan to End Homelessness (120701) at the next meeting practical.*

*The Motion passed and carried unanimously.*

RECOMMENDATION *The Community Development Committee review and approve the pending referral list and proposed action schedule prepared by staff.*

**Approved by Consensus**

**120719.** **Strategic Initiative 6.2 - Ensure the quality and broad distribution of affordable housing throughout the City (B)**

**This item involves a request for the Community Development Committee to hear an update from Housing & Community Development staff on Strategic Initiative 6.2 - Ensure the quality and broad distribution of affordable housing throughout the City.**

*The Community Development Committee heard an overview of updates from Fred Murry, Assistant City Manager, regarding this item of: Initial 6.2 Ensure the Quality and Broad Distribution of Affordable Housing throughout the City. The purpose of this update is to provide where we are on this item, what has been done from this quarter; talk about what we have been doing for future prospect under this particular category; and also get a prospective from other organizations in providing those services.*

*Mr. Murry introduced Jackie Richardson, Housing and Community Development Manager, for a presentation on the Housing Program Assistance Report. Ms. Richardson provided a report in the back-up, presented each category on the housing program assistance report matrix and was happy to report the 2013 annual goal set was met and exceeded by the second quarter, March 31, 2013.*

*Currently the housing assistance program has assisted 31 families with financial assistance; that includes 5 families with a down payment assistance program and this program helps first time home buyers to purchase a home with providing both down payment and closing cost payment assistance. We have assisted 15 families through our home owner rehab program that includes both our major rehab program and our minor rehab program. And this program helps families to repair their homes to make them safe and to bring them up to minimum housing code. We have assisted one family through our house replacement program; this is when a homeowner is beyond the feasibility of being able to be rehabed, this homeowner would qualify for us to demolish their home on the site and build them a brand new home to make their home more affordable, safe and energy efficient. We also have assisted our last family through the PNC SEGRI Downpayment Assistance program; this program was approved about a year ago and we have assisted 11 families through this program which we completed this program last month. Most of the homeowners that applied for this program were off of the Lincoln Park subdivision. And we have assisted nine families through our roof replacement program, new roofs for families who have leaking roofs that contribute to deterioration of their homes. As a result we have assisted 31 families with direct financial assistance. Through our housing counseling program we have assisted 3 families with credit repair. They are in the intake phase right now to determine if the families need short term or long term counseling. We have assisted 52 families through our home buyer education and training program. Most of the lenders who provide financing for first time homebuyers require some level of homebuyer education and training. We have assisted 33 families through our education and training program who have applied for the rehab program to make sure they receive counseling especially when it comes to maintaining their home after we make the repairs to protect the investments in their home. We have assisted 125 families through our general housing counseling program that includes families who are in mental situations or unique situations where they need referrals or other types of assistance such as food stamps or home assistance, for a total of 213 families. As you can see we have exceeded our goals for our housing counseling program and we do anticipate that we will increase the 31 to over 50 by the end of September.*

*We have also included some assistance to other programs that we fund as a partner with other agencies through our CDBG program: 1) Neighboring Housing &*

*Development Corporation has assisted 11 families through what the City has helped fund, 4 families with the mortgage foreclosure program that helps families save their home from foreclosure and 7 families through their housing counseling program; 2) Center for Independent Living. This program helps provide retrofit to homes such as ramps and other accessibility means and they have assisted 2 families with funds from the CDBG; 3) Gainesville Community Ministries provides rental assistance and security deposits and personalized monthly rental assistance. And they have assisted 17 families and have received about \$19,000 from our CDBG program.*

*As a result of all these programs so far, we have assisted about 274 families since October of 2012.*

*The Community Development Committee members gave favorable comments for the good job staff has done.*

**RECOMMENDATION**

*The Community Development Committee: 1) receive an update from staff; and 2) provide feedback and direction to staff as appropriate.*

**Approved by Consensus**

**110259.**

**Historic Structure Protection (B)**

*Chair Hawkins asked Fred Murry, Assistant City Manager, to explain and present the gap financing plan. Fred Murry submitted a memo in the committee meeting back-up explaining that this referral from Commissioner Hinson-Rawls is regarding creating a Historical Gap Financing Program for property owner who are interested in maintaining preserving and living in historical homes in the City of Gainesville. The gap financing plan is a new approach to preserving and maintaining historical property within our community. Staff would suggest that a pilot program be established to see if the community would participate in the program. We currently provide up to \$15,000 for minor rehab under the CDBG/Home program. Staff suggests a similar program be established for a Historical Preservation Program. The program guidelines and eligibility criteria would be submitted to the City Commission for review and approval. A one year pilot program would allow the City Commission the opportunity to evaluate the program to determine whether the program should continue in the future. The recommended funding level for the pilot program would be \$30,000. The program would be administered by staff and any exterior work would have to be reviewed by the Historic Preservation Board and meet the Historical Preservation Guidelines.*

*The recommendation to the Community Development Committee is that to have the City Manager, as part of his budget process, set \$30,000 aside for gap financing as a pilot program to start in 2014. Working together with D Henrichs, Historic Preservation Planner, Jackie Richardson, Housing and Community Development Manager and Chris Cooper, Code Enforcement Manager, Fred Murry, Assistant City Manager, will report and bring back to the Community Development Committee the guidelines for a one year pilot program. The Community Development Committee members, staff and citizens discussed and expressed favor in this new project as a helping solution to deteriorating, blight or dangerous criteria properties that are waiting for funding available for demolition or improvement.*

**MOTION:** *The Community Development Committee recommends to the City Commission that the City Manager include \$30,000 for gap financing for historical structures.*

*The Motion passed and carried unanimously.*

*D Henrichs, Planner of Historic Preservation discussed the success of the Model Block program on 5th Avenue and Pleasant Street and the Community Development Committee members are interested in hearing more about the Model Block program at a future meeting. Fred Murry, Assistant City Manager, reviewed to the Community Development Committee on the array of financial housing programs the City has: Lease Purchase, Housing Replacement, Housing Rehab, Rental Rehab and we are now going to take a look at historical structures.*

**RECOMMENDATION**      *The Community Development Committee hear an update from staff on this item and provide direction as appropriate.*

**Approved as Recommended**

## **MEMBER COMMENT**

*Commissioner Wells commented on codes and zoning and that he would like to find a funding stream that could tap CDC that did not depend on the City finances.*

*Commission Hinson-Rawls commented she would like an update on the Cotton Club site in regards to completion and National Registry status on the next agenda. Fred Murry, Assistant City Manager, will bring back an update at the next meeting.*

## **CITIZEN COMMENT**

*Mr. Bob Shepherd commented that he has a problem with codes and zoning in different areas. Also, what can be done on 39th & railroad tracks (near Public Works) with the little homes (mobile homes and manufactured) that are never upgraded. Chris Cooper, Codes Enforcement Manager, will look into area.*

## **NEXT MEETING DATE - Tuesday, May 28, 2013 @ 6:00 PM**

*Due to the Community Development Committee Members' scheduling conflicts, the next meeting will be rescheduled for Wednesday, May 22, 2013 at 4:00 p.m.*

## **ADJOURNMENT**

*The Community Development Committee meeting was adjourned at 7:35 p.m.*