Charlotte City Council
Housing and Neighborhood Development Committee
Summary Minutes
May 5, 2010

COMMITTEE AGENDA TOPICS

1. Ten-Year Implementation Plan to End and Prevent Homelessness
2. Boarded-Up Structures Ordinance Review
3. Housing Locational Policy Review
4. May Meeting Schedule

COMMITTEE INFORMATION

Council Members Present:	James Mitchell, Michael Barnes, Patrick D. Cannon, Warren Cooksey, and Mayor Anthony Foxx
Absent:	Warren Turner
Staff Resource:	Julie Burch, City Manager's Office Patrick T. Mumford, Neighborhood & Business Services Walter Abernethy, Neighborhood & business Services Stan Wilson, Neighborhood & Business Services
Others:	See Sign-in Sheet
Meeting Duration:	12:00 PM – 2:30 PM

ATTACHMENTS

1. Agenda Packet – May 5, 2010

DISCUSSION HIGHLIGHTS

Chairman Mitchell opened the meeting with introductions. The meeting was turned over to Assistant City Manager, Julie Burch.

Ms. Burch explained that the agenda has been amended to add the Ten-Year Implementation Plan to End and Prevent Homelessness. We have put this as item number one as there is a sense of urgency to move forward with this issue. Ms. Burch then turned the meeting over to Pat Mumford.

Ten-Year Implementation Plan to End and Prevent Homelessness

Mr. Mumford explained that this item was referred to the Committee for additional discussion about the proposed Community-Based Board. He further explained that the idea is to have a Community-Based Board to handle housing issues in this community. This includes addressing housing for the homeless as well as low-income housing.

Mr. Mumford reminded the Committee that during Monday night's Council Workshop discussion one of the issues that came up was the composition of the board. Staff's recommendation is to have a Community Based Board of twelve members. City appointments would include Non-Profit, Corporate/Economic Development, Community and Affordable Housing. The County appointments would be Public Safety such as Sherriff/Jail, Education, and Human Services. The Ten-Year Plan calls for the appointments to be made from the City and County alone. However, we have decided to add the Foundation for the Carolinas because of their involvement with housing. We will also have the financial and real estate industries represented to be consistent with the representation on the Housing Trust Fund Board. For the standing or permanent appointments we have one City, one County and the Charlotte Housing Authority.

The three permanent appointments would not serve as Board Chair; the thought was that someone on the government side should not be the Chair. That initial Board Chair will be appointed by the Mayor. We would like to have some direction from you today on if you would like to see some of the proposed categories changed. Our goal is to be inclusive, yet not have a board that is so large that it's not functional. We really want the board to be active and engaged. We have proposed 12 members; we suggest that if you get over 12, it really becomes difficult to manage.

I also want to address the responsibilities of the Housing Trust Fund (HTF) Board. The HTF Board does not select projects for funding; they simply review the amount of available funding and allocate it to specific project categories such as special needs and multi-family. The Community-Based Board would do the same thing but with a broader amount of resources and setting priorities strategically with the type of housing.

Mr. Mumford explained that the Housing Trust Fund and A Way Home Boards would both be dissolved under the new Community-Based Board structure. The funding process would remain the same for the Housing Trust Fund dollars. Council will continue to review and approve all Housing Trust Fund projects, which are City dollars in the projects. Mr. Mumford commented that the timeframe for this new Board includes having the Board orientation in July – August.

Questions/Comments/Answers:

Mitchell: Thank you, Pat. Committee is there discussion or feedback?

Cooksey: What is the structure of the A Way Home Board, how many people? I'm concerned that we are proposing to dissolve this organization we did not create.

Seagraves: I am the Executive Director of the A Way Home Board. There are currently six board members.

Cooksey: I think the HTF Board is very important and there's a lot of private sector knowledge on that Board. Additionally, it's a way to involve the private sector in this public policy matter; the Community Based Board doesn't do that.

Mumford: In 2001, this structure was developed and at the time there was no board focused on housing issues. At that particular time, we were asking the community for tens of millions of dollars and we needed that public sector capacity to structure how the HTF Board would operate. Nine years later, the HTF Board is operating on a very high level. The proposed Community Based Board does not need as much policy guidance as the Housing Trust Fund Board did back in 2001.

Cannon: I hope we will not convolute the ultimate goal of addressing homelessness by getting caught up on something minor. How problematic would it be to maintain the track we have currently in place with the Housing Trust Fund Board and move forward with what we want to do with this Community Based Board? There is a fine line between the two, as Mr. Cooksey pointed out.

Mumford: Could a Community Based Board co-exist with the HTF Board, technically it could. The first thing is how would we staff that? There is no notion that the activity of the Housing Trust Fund be abolished, there is no suggestion that the Housing Trust Fund Board has not been successful, it certainly has. What they do will become a part of this broader and more comprehensive strategic alignment. A lot of the people in the room today are here because they play some role in the housing community. The Housing Trust Fund Board doesn't engage everybody in this room for valid reasons. The Community Based Board would indeed engage everybody in this community, so we are speaking from one strategic base.

Cannon: So are you saying that we will take what they are doing and align it with the new Board?

Mumford: On your spreadsheet there are a lot of agencies. The Community Based Board is not going to guide all of those agencies. The Housing Trust Fund has established a strategic direction. We are suggesting that the Community Based Board will serve that purpose and the staff function will complement and carry out the work of this structure. Having separate boards would not be efficient.

Lyles: I work with the Lee Institute and I conducted the study which was funded by the City, County and the Foundation for the Carolinas. I don't want us to allow some words to trip us up. To Mr. Cooksey's point on the community category, when you think about community you think about neighborhoods and developments. In the broader context, community is inclusive of the private sector not exclusive of it. One of the things they were thinking when the board was put together was corporate and economic development, community would be inclusive of those skills and not specific to the Chamber.

For example, the Mayor had a session on homelessness in January. When you looked at that room; I would say that was probably one-third community and neighborhood representation, one-third faith based representation, and the remaining one-third private

sector representation. Additionally, when you think about donors, you think of corporate when you think affordable housing that is developer and construction. I don't want the words to not be fully utilized in the way the broader group thinks about it.

The second part about the Housing Trust Fund, what Mr. Mumford has said is really appropriate. But from the community interviews, we learned if you want to attract the people that you attracted in the initial Housing Trust Fund Board and really create a willingness to work hard, you have to give them some accountability around recommendations that are viable financial recommendations. In addition, the model of the new board would be one that would not only incorporate the idea of how the City's capital dollars are best used, but also think about all the private sector dollars that can go towards that effort.

Are you aware that there is not a shelter for a man that has a child in this community? Where is the best financial component to do that? It's probably not likely to come from government. When you are talking to people in a comprehensive way and you have this new Board out there saying we want to make an impact on this continuum, you have got to have the ability to work around the dollars. This new Board will help prioritize the efforts to end and prevent homelessness in a strategic way that is financially viable.

Cooksey: I appreciate your comments. However, if you are not careful about how you manage the community appointment, you end up moving away from what was originally thought. What tends to happen is someone in the usual suspect category ends up serving in that capacity and that's the kind of conflict we don't want.

Mumford: We included the Foundation for the Carolinas because of their relevance to affordable housing. I feel very certain that they will continue their level of support, they are really eager for a comprehensive approach to occur and the Housing Authority is not going away. They are a very strong community partner. If it's more to getting back to City/County making appointments, qualifying the types of people wanted, then we welcome that suggestion. I don't think this is something that can't be fixed. We really would like this Committee to guide us today, so that we can move this forward. It's been a body of work that has been out for over two years and just has not gotten traction because it has lacked this component.

Cooksey: I recommend that three permanent appointments be designated as non-voting, ex officio. These would include the Neighborhood & Business Services Director, Housing Authority CEO, and the County Support Services Director. This frees up three spots then those three can be designated as a legal slot, developer/construction slot, and banking/finance slot. I will offer that as a suggestion or motion.

Cannon: Would the entire Community Based Board be engaged on the decision to fund a specific project?

Mumford: The Board would not be engaged in project specific funding. The Board is engaged in the higher priority study of community and where the needs are along this continuum. This Board doesn't pick projects nor does it have any fiduciary responsibility. The Board is there

to set priorities, advocate, and to help guide the strategy in a comprehensive fashion. They are not in the day to day workings; City staff does that work.

We are not going to tell the non-profits how to use their money, but we are going to suggest that along this continuum, in any given year, a percentage of the community funding should go toward certain initiatives. We don't tell people what to do with their money. Most of these folks want to be part of a broader initiative.

Barnes: I am not prepared to vote. There are some things that I heard Mr. Cannon discussing that I think are part of my concerns as well. One challenge I have heard expressed in my district and others is that they are concerned that elected officials do not have enough input on things happening in their community. While I know we are trying to find ways to enhance and create better dialogue, I am not sure that this particular structure will help us to do that. Have we given any thought to an ad-hoc committee to advise the HTF Board on particular projects and those efforts? In order for me to consider Mr. Cooksey's motion, I would want to talk more about that idea.

Mumford: The short answer is no on the ad hoc committee. The Locational Policy is the biggest concern, which dictates where an affordable housing development is located. The Board is prioritizing where funds should go, not locations. So if you consider staff as an ad-hoc committee, yes. However, there is not a subset of the Board that does that.

Barnes: I am not always convinced that creating another layer of bureaucracy is the best way to resolve things. Sometimes it's possible to take what you have and adjust it and make it better. So I am still open to hearing more but not quite sure where I am on this subject.

Cooksey: Am I misremembering that when Council votes on allocations for the HTF that the motion is usually worded, "Approve the recommendation of the HTF Board to fund these projects"?

Wilson: The first item that comes with the HTF Board is the actual allocation; the multi-family or special needs categories. When you talk about the projects those are recommendations we bring forward based on the guidelines and evaluation criteria established by the HTF Board. They establish a scoring mechanism that prioritize the number of affordable units and leveraging of dollars. It's not a project selection by the Board; it's the guidelines and criteria by which the projects are evaluated.

Barnes: Many of the communities in this country have reduced the homeless populations while we have seen dramatic increases in ours. However you figure out how to make up this Community-Based board, I think we are better served by having our dollars in a pool with other public, private and non-profit agencies so we can leverage.

Cannon: Are we not able to do that at the present? Mayor, what are your thoughts?

Foxx: There are still three more items on the agenda for today. You have done an excellent job explaining some of my concerns. I want to make sure we give staff some direction. I would like staff to bring back the original board structure.

Mumford: We will do what you are asking, but to what end? The City/County structure that we are discussing is really on appointments. Mr. Cooksey's suggestion would be twelve members appointed by the City Council in some ratio. You all can decide 50/50 or 70/30 however you want to split that up. Besides that, there is no structure to depict. I am not trying to evade the request, but I don't know what I would bring back.

Cooksey: Perhaps it would be helpful for the Committee and eventually Council to bring some kind of flow chart or representation of what we are changing to. I think that is missing from this representation.

Mumford: We will bring back the proposed Board make up.

Boarded-Up Structures Ordinance Review

The Boarded-Up Structures Ordinance was originally drafted due to a land banking issue. A large complex had been purchased and boarded up. That particular issue was ultimately solved by the units being demolished. We recognize that the issue of Boarded-Up Structures is complex and is different depending on where you are in the City.

At the last meeting, you asked about the number of boarded-up structures since 2008. There are 2008 structures registered. We do not have a list by NSA. There are 23 multi-family complexes totaling 463 units City wide that are boarded-up. Code Enforcement Staff does not initiate boarded-up structure cases without citizen service requests.

Questions/Comments/Answers

Barnes: I suggested that a bond be posted to be used to demolish the house, within 30 days at the end of the 12-month period. What are your thoughts on that?

Abernathy: We use that process that you are suggesting when we take houses to Council. Using that bond process is a fairly regular occurrence that assures the demolition is supported. The bulk of these cases are not demolitions, they are repairs.

Barnes: They potentially will become demolitions within a 12-month period. That is why I was suggesting if you had a property owner come to you and say, I am not going to be able to do anything with this house within the next year. We get a bond from him that day and board it up but within 30 days, and at the end of the thirteenth month, we are knocking it down. That is if we decide to give him the additional time. I am not convinced that we need to give him six more months. Some of the things you bring to us are ridiculous. We need to be clear in respect to the home owner and also clear in respect to the neighborhood that definitive action will be taken at the end of the thirteenth month.

Schleunes: I think there are some due processes concerns with that. Particularly, because the General Assembly has already set forth the demolition methodology for residences which is that we follow the ordinance.

Barnes: You are talking about the hearing piece and the appeal piece.

Schleunes: Correct. We can do that with Chapter 11 because the due process piece is already in what you are talking about basically an automatic demolition at the end of a space of time without an intervening process.

Barnes: I am not suggesting that people sign away their constitutional rights. I am asking that when they go into this process they understand if they do not do "X" then "Y" is going to happen. Maybe the hearing process begins in the seventh month.

Abernethy: At the end of the year, we are going to open a case on them. We are going to inspect the house under Chapter 11, to get the house repaired or get the house demolished.

Barnes: Under the fourth bullet point it says "once the property is brought into compliance; the structure may be boarded-up for another year". That's what I am getting at; does the neighborhood have to look at this for another year?

Abernathy: Under the current economic times this will provide time to either repair or sell the house. Most of the property owners know what Chapter 11 means; they have to spend to repair or spend to demolish it. Chapter 11 solves the problem; I think that is what you are proposing. Last year, in Code Enforcement, we brought 3,066 houses into compliance under minimum housing codes. The Council saw less than 100 in front of you for demolition that is less than one percent.

Mitchell: I would like to make a recommendation to approve the staff recommendations.

Barnes: What is the number of property owners that expressed the concern about the six months? I recall that you said that it was fewer than 20.

Abernethy: The comments that have come back to me say it's unreasonable in the context of these economic times. Most of these are good property owners they are trying keep houses secure.

Cooksey: I move that the Committee request that staff go forward in drafting ordinance language, with the additional provision to include the staff recommendations for change would be "sunset" in four years.

Mitchell: Motion made is there a second?

Cooksey: Apparently not, we will keep talking.

Mitchell: Is there another motion to be placed on the table, Committee?

Barnes: I am not convinced that making this change based on a few comments warrants making a change that impacts so many neighborhoods.

Mumford: I live in Dilworth and we have had boarded-up and vacant structures, but we haven't had a problem with vandalism. That house doesn't need to be demolished but it is vacant. Walter has said when the house gets in such a state of disrepair and needs to be demolished; we will go in and do that regardless of where we are in the six month process.

Barnes: I am suggesting that the property owner needs additional time; perhaps they should board it up with a more aesthetically pleasing material.

Abernethy: I think it may be worth exploring, we could talk about boarding it up in a different way that is not so visually negative.

Cannon: I don't care what you board it up with at the end of the day I want to make sure that neighborhoods are not impacted more than needed. As far as the recommendations go I want to make a motion to eliminate points 2, 3, and 4 and continue registration.

Barnes: Points 2, 3, and 4 are intended to be connected, so are you suggesting we scratch 2, 3 and 4?

Cannon: Yes.

Mitchell: You are making the motion to eliminate 2, 3, and 4 and still support other staff recommendations, is that right Councilman Cannon?

Cannon: Yes, sir that is correct.

Mitchell: Is there a second to that motion?

Barnes: I second that motion.

Cooksey: Is the multi-family proposal related to all multi-family or just those that have registered for board-up? In other words multi-family units that have more than ten units boarded up and are registered.

Abernethy: Correct.

Barnes: If we remove 2, 3 and 4 how does that impact your business? Does it negatively impact your Code Inspection with the work we expect you to do?

Abernethy: No. Those points were intended to bring closure to the issue. The multi-family piece is the most important.

Barnes: It's currently six months that the property can be boarded up? If it is in compliance at the end of the six months, the boards have to come down?

Abernethy: Yes.

Barnes: I'm comfortable.

The Committee unanimously approved the motion to continue the registration of Boarded-up structures and multi-family property owners to provide a yearly, written report to the Code Enforcement Division manager addressing the security of the property and information on how the property is being maintained.

Mumford: Because this is a change to an ordinance, this will require a public hearing.

Mitchell: Okay.

Housing Locational Policy Review
Councilman Mitchell informed the Committee that staff has included in the handout a schedule of the Housing Locational Policy, Stakeholder Group and the review schedule with possible discussion items.

Questions/Comments/Answers:
Barnes: Can we shrink the timeframe to within the next few months if we dispense with the stakeholder process?

Cooksey: If we keep this matter in Committee without that element, folks that are affected by it will not have a voice.

Barnes: I have been on this Committee since 2005; we have always had a willingness to hear from citizens. Folks had talked about ways to move it along, I thought this was one way to do it.

Cooksey: People are saying that they are unaware of the policy making side.

Cannon: People want to be engaged.

Barnes: Would it be acceptable to shorten the process so that the Council approval piece occurs at the end of October as opposed to December?

Mumford: Without this body of work we continue to bump against the wall, we really need this done. I am with you about speeding it up, but by December there is no possible way. We are prepared to drive this at any speed you want, it's that important to our work.

Mitchell: The Housing Locational Policy has a direct impact for the citizens in supporting the bond referendum in November. I want a very aggressive schedule so we can get this behind us and educate the community.

Mumford: We need your help in being aggressive with the schedule. We can push it as much as we need.

Cooksey: What is being presented to us is an aggressive schedule. Look at the fifteen questions that are part of the discussion with twenty-five stakeholders meeting for the first time. They are going to need the time to be educated before they can make a recommendation. I would rather have a well thought policy than to rush it.

Cannon: I agree, don't rush it.

Foxx: We commissioned some work to be done three years ago and in a couple of days we convened the largest stakeholder group we've had in this City on housing issues in twenty years. One of the consistent issues was addressing the Housing Locational Policy. I am very sensitive to the murmuring out in the community over Locational Policy. I think most of the

issues were worked out by that 2007 process, and like the homeless issue, we have let it sit there and not done anything with it.

Foxx: Looking at Housing 2007 would it be possible to reconfigure whatever Committee looked at the Locational Policy? Could we appoint those same people so that they are already running when they hit the ground?

Mitchell: Can you send us those names?

Staff will forward information from the Housing Charlotte 2007 forum and bring back to the Committee at the next meeting. The Committee agreed to meet again on May 19, 2010 at 12:30pm.

The meeting adjourned at 2:30pm.

City Council
Housing and Neighborhood Development Committee

Wednesday, May 5, 2010
12:00 p.m.
Charlotte-Mecklenburg Government Center
Room 280

Committee Members: James Mitchell, Chair
Warren Turner, Vice-Chair
Michael Barnes
Patrick D. Cannon
Warren Cooksey

Staff Resource: Julie Burch, Assistant City Manager

AGENDA

I. Boarded-Up Structures Ordinance Review

II. Housing Locational Policy Review

Next Meeting: June 2, 2010

Attachments:
- April 7th Follow-Up Report (Attachment 1)
- Boarded-Up Structures by Code Enforcement Service Areas Map (Attachment A)
- Boarded-Up Multi-Family Structures by Code Enforcement Service Areas Map (Attachment B)
- 2009 Housing Trust Fund Advisory Board Report - Information Only (Attachment 2)
- 2009 Neighborhood Matching Grants Advisory Board Report – Information Only (Attachment 3)

Distribution:
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Tom Warshauer
Richard Woodcock
Stan Wilson

Boarded-Up Structures Ordinance Review
Housing and Neighborhood Development Committee Meeting
May 5, 2010

Committee Action:
Continue discussion and review of the City's Boarded-Up Structures Ordinance and determine if revisions are needed.

Policy:
One of the City Council's Housing and Neighborhood Development strategies focuses on effective code enforcement to ensure clean and safe neighborhoods.

Explanation:
- On July 23, 2007, City Council approved the Boarded-Up Structures Ordinance.
- The current ordinance requires the following:
    - Registration of boarded-up structures,
    - Allows residential structures to be boarded-up for no longer than six months,
    - Code Enforcement responds to citizen requests and issues notices and penalties for violating the boarded-up regulations, and
- Code staff has heard from property owners and neighborhood leaders that the current economic conditions necessitate review of the boarded-up structures ordinance.
- On February 22, 2010, City Council received a Dinner Briefing presentation regarding the Boarded-Up Structures Ordinance and approved the City Manager's recommendation to refer this item to the Housing and Neighborhood Development Committee.
- On April 7, 2010, staff introduced this topic and provided options for recommended revisions to the current ordinance. The Committee also requested that staff survey the community for input on the proposed ordinance changes. Staff has sent out a community-wide survey and will also survey Neighborhood Symposium participants. Staff will compile the survey results and share with the Committee.

Staff Recommendation:
- Staff is recommending the following enforcement provisions:
    - Continue registration of boarded-up structures.
    - **Propose** expanding the time limit for boarded-up structures to one year due to the current economic conditions. The current time limit is six-months.
    - **Propose** that Code Enforcement staff inspect boarded-up properties after one year and require them to be brought up to Minimum Housing Code standards under Chapter 11.
    - **Propose** that once the property is brought into compliance; the structure may be boarded-up for another year.
    - Continue requiring that multi-family buildings with greater than ten units boarded-up, be registered.

- **Propose** that multi-family property owners will be required to provide a yearly written report to the Code Enforcement Division Manager addressing the following:
    - Security of property from unauthorized access (vagrants, children, etc.)
    - Security arrangements to ensure the property remains secure
    - Property Maintenance (grass cutting, dumping, etc.)

Attachment 1

April 7, 2010
Housing & Neighborhood Development Committee
Boarded-Up Structures Follow-up Report

The following responses are provided to address Committee member questions about proposed changes to the Boarded-Up Structures Ordinance:

1. **Question:**
   How many boarded-up structures have been registered since ordinance implementation in January 2008?

   Response:
   208 structures have been registered since January 2008. (See Attachment A)

2. **Question:**
   How many service requests have been received regarding boarded-up issues since ordinance implementation in January 2008?

   Response:
   290 service requests pertaining to boarded-up structures have been received since January 2008. Some of these requests were about structures that were currently boarded-up. (See Attachment A)

3. **Question:**
   Does the City have a boarded-up structure listing by NSA?

   Response:
   The City does not have a listing of boarded-up structures by NSA for the entire City.

   Response:
   The highest numbers of currently boarded-up structures are in the City's Neighborhood Action Plan neighborhoods.

Boarded-Up Structures in the Neighborhood Action Plan Neighborhood Statistical Areas (NSA)		
NSA	NSA Quality of Life Ranking	Number of Boarded-Up Structures
Druid Hills	Challenged	11
Lakewood	Challenged	12
Lincoln Heights	Challenged	13
Reid Park	Challenged	10
Thomasboro/Hoskins	Challenged	14
Washington Heights	Transitioning	12
Wingate	Challenged	5

Total		**77**

4. **Question:**
   How many multi-family communities are currently boarded-up citywide?

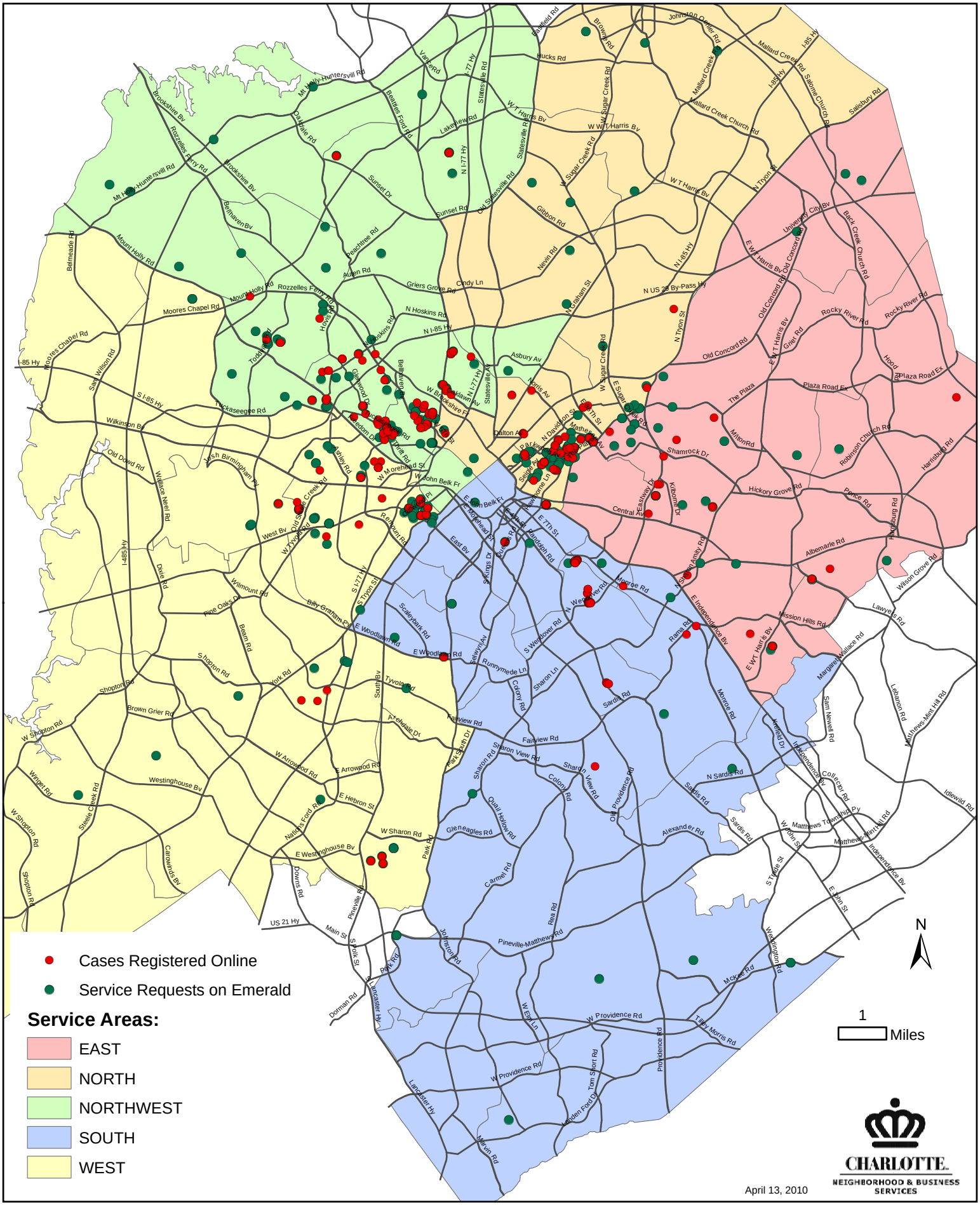
   Response:
   Based on a recent field survey, Code Enforcement staff identified 23 multi-family communities that are currently boarded-up. (See Attachment B)

5. **Question:**
   Does the City's Code Enforcement staff initiate boarded-up structure cases through independent field observations without citizen service requests?

   Response:
   No. As directed by Council when the ordinance was created, this was a service request only activity. Issues with boarded up structures are different for every neighborhood. The current practice provides flexibility in recognition of the specific conditions and other public safety concerns inherit in each neighborhood.

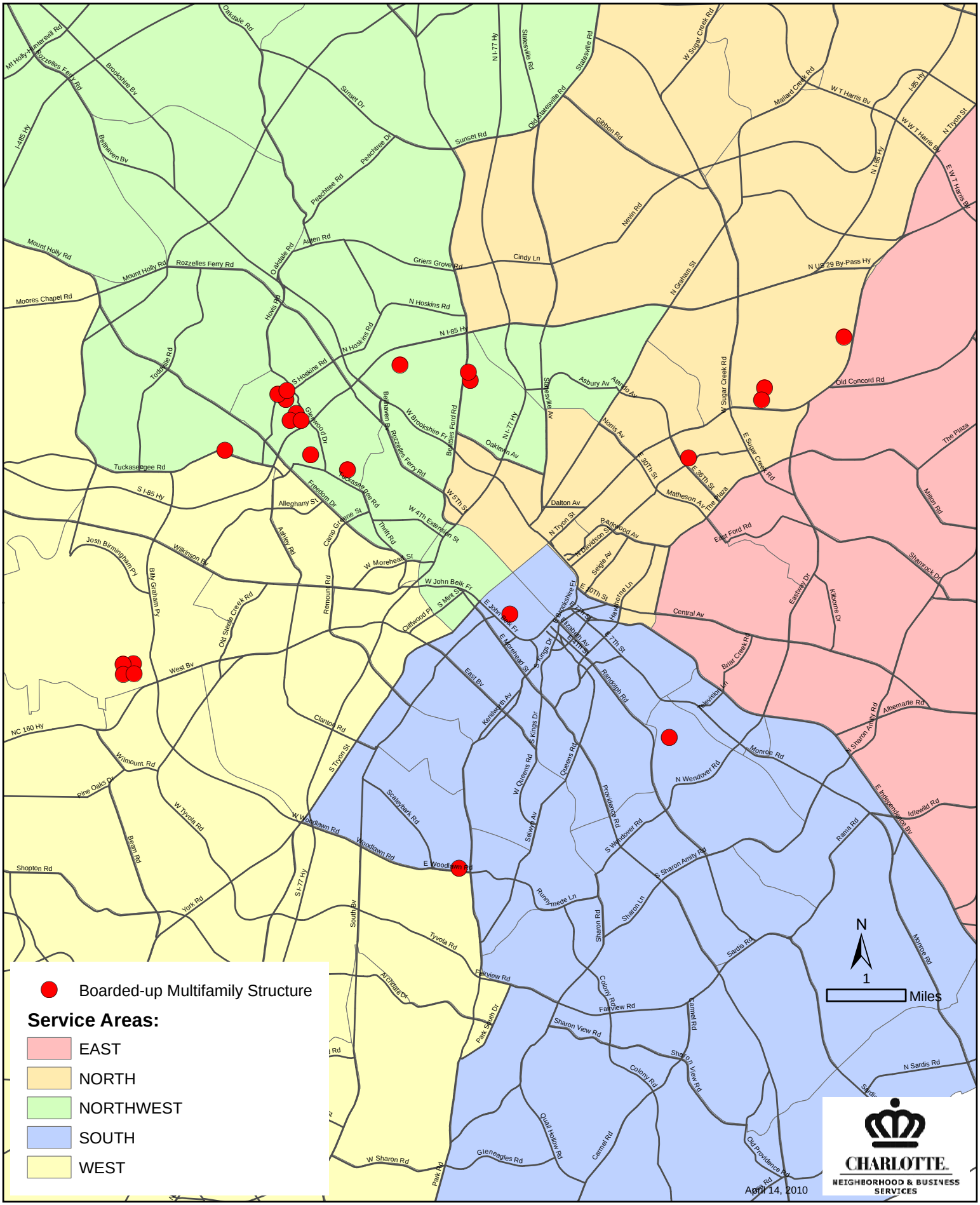
Attachment A

Boarded-up Structures by Code Enforcement Service Areas



Attachment B

Boarded-up Multifamily Structures by Code Enforcement Service Areas



Housing Locational Policy Review
Housing and Neighborhood Development Committee Meeting
May 5, 2010

Committee Action:
Approve the Housing Locational Policy review process including stakeholder charge, stakeholder categories, review schedule and areas for discussion.

Policy:
- The City Council's Housing and Neighborhood Development FY2010 Focus Area Plan included a comprehensive review of the City's Housing Policies.
- The current Housing Locational Policy was approved by City Council on November 26, 2001, and amended on September 24, 2003.

Policy Review Process
A. Stakeholder Charge
   1. Review the City's Housing Locational Policy (including possible areas of discussion)
   2. Create opportunities for citizen input/feedback
   3. Provide monthly updates to City Council
   4. Provide policy recommendations to City Council for final approval and implementation

B. Stakeholders Group
   City Council appoints a stakeholders group consisting of twenty-five City Council appointed members with representation from the following areas:

Categories	Number of Appointments
• Neighborhood Representation (Each Council member has an appointment. Includes residence living in affordable housing)	12
• Faith Based Representation	2
• Housing Developer	4
• Charlotte-Mecklenburg Schools	1
• Housing Industry (i.e.: Apartment Association, Home Builder's Association, Realtors)	3
• Banking/Financial	2
• Community Sustainability (Social, Economic & Environmental)	1

**Mecklenburg County will be asked to participate as staff representation*

C . Proposed Policy Review Schedule

- H&ND Committee approval of review process and recommended stakeholder categories — May 5, 2010
- City Council approval of H&ND Committee recommendation — May 24, 2010
- City Council nomination of stakeholder committee — June 14, 2010
- City Council approval of stakeholder committee — June 28, 2010
- Stakeholders committee review* — July–Sept. 2010
- Draft Stakeholder recommendations — October 2010
- City Council review of Stakeholder recommendations — November 2010
- City Council approval of Stakeholder recommendations — December 2010

*City Council receives monthly updates

D. Possible Areas for Discussion

- Policy Objectives – Are there too many competing goals of the policy?
- Does the policy effectively disperse assisted housing throughout the City?
- Should the income used in the definition of assisted housing change from 60% AMI to a lower level?
- Should inclusionary housing policies be considered to require, incent or encourage developers to make a percentage of newly developed housing units at below market rates available to lower income households?
- Should the policy continue to only apply to multi-family and only apply to rental housing?
- What has been the effect of the exemption for seniors, disabled, and special populations on the type of housing produced under the policy?
- Should the exemptions for seniors, disabled and special populations continue?
- Should the current three categories of NSA's be reduced to simply permissible and non-permissible?
- What criteria should be used to designate a NSA non-permissible?
- How does the financing of assisted housing impact the policy?
- How should the policy align with the North Carolina Housing Finance Agency's Low Income Housing Tax Credit Program?
- Should transit areas have a separate policy or be rolled into the existing policy?
- Evaluation Criteria – Should school capacity, site design traffic impacts be considered in the policy and are there other factors to consider?
- How will policy revisions influence the single room occupancy regulations that are currently being reviewed by the Planning Department and a citizen advisory group?
- Should the Section 8 program be given consideration as a part of the policy review?

Attachment 2

CHARLOTTE.

MEMORANDUM
FROM THE
OFFICE OF THE CITY CLERK

DATE: April 15, 2010
TO: Housing and Neighborhood Development Council Committee Members
FROM: Stephanie C. Kelly, CMC, City Clerk
SUBJECT: **Attached Annual Report: Housing Trust Fund Advisory Board**

The attached report of the Housing Trust Fund Advisory Board is being sent to you pursuant to the Resolution related to Boards and Commissions adopted by City Council at the November 23, 2009 meeting. This resolution requires annual reports from City Council Boards and Commissions to be distributed by the City Clerk to both City Council and to the appropriate Committee for review.

If you have questions or comments for the board, please convey those to staff support for a response and/or follow-up.

Section 6. **REPORTS OF BOARDS, COMMITTEES, AND COMMISSIONS**

The City Council finds it appropriate to periodically review each standing board, committee, and commission to which they make appointments for the purpose of assessing whether said board, committee, or commission should be renewed, dismantled, expanded or its charge redefined. To this end, each board, committee, and commission that is part of the City, or that was established by the City Council, whether acting alone or in conjunction with one or more other local governments, is required to submit annual written reports that must contain in depth reviews of the body's activities, including goals, objectives, successes, problems, and/or the need for City Council assistance. These reports shall be submitted to the City Clerk and will be staggered through the year according to a schedule established by the City Clerk. The City Clerk shall then provide the Mayor and City Council with copies of the reports and refer the reports to the appropriate Council Committee for the Committee's information.

Boards, committees, and commissions that are not part of the City shall submit reports in accordance with the reporting requirements set forth in their contract, if any, with the City.

In addition to required written reports, the City Council may request on a case-by-case basis that an oral report be made to the Council.

Housing Trust Fund Advisory Board
2009 Annual Report

Bobby Drakeford, Co-Chair

Tylee Kessler, Co-Chair

Dear Mayor, Members of City Council and Citizens of Charlotte:

On behalf of the Housing Trust Fund Advisory Board members, we thank you for allowing us to assist you in providing safe, decent and affordable homes to the citizens of Charlotte. We are especially pleased that this year we were able to continue our mission given the challenges our city and the nation are facing.

As an Advisory Board, our primary goal is to ensure the Housing Trust Fund addresses the housing needs for the most vulnerable members of our city. It was in this light that we reached out, via a public hearing, to housing providers for our Special Needs community. We also changed our funding guidelines to encourage Special Needs providers to apply for funds.

This proactive approach has had an immediate impact, with the Special Needs category receiving a record number of applications in 2009. After funding $3.3 million in Special Needs loans and grants, we were still oversubscribed by $3.9 million. Approximately 331 Special Needs housing units targeting citizens at 24% and below of Area Median Income will be funded as part of our efforts. Our direction in coming years will continue to reflect this new priority as we create more affordable housing options for the citizens of Charlotte.

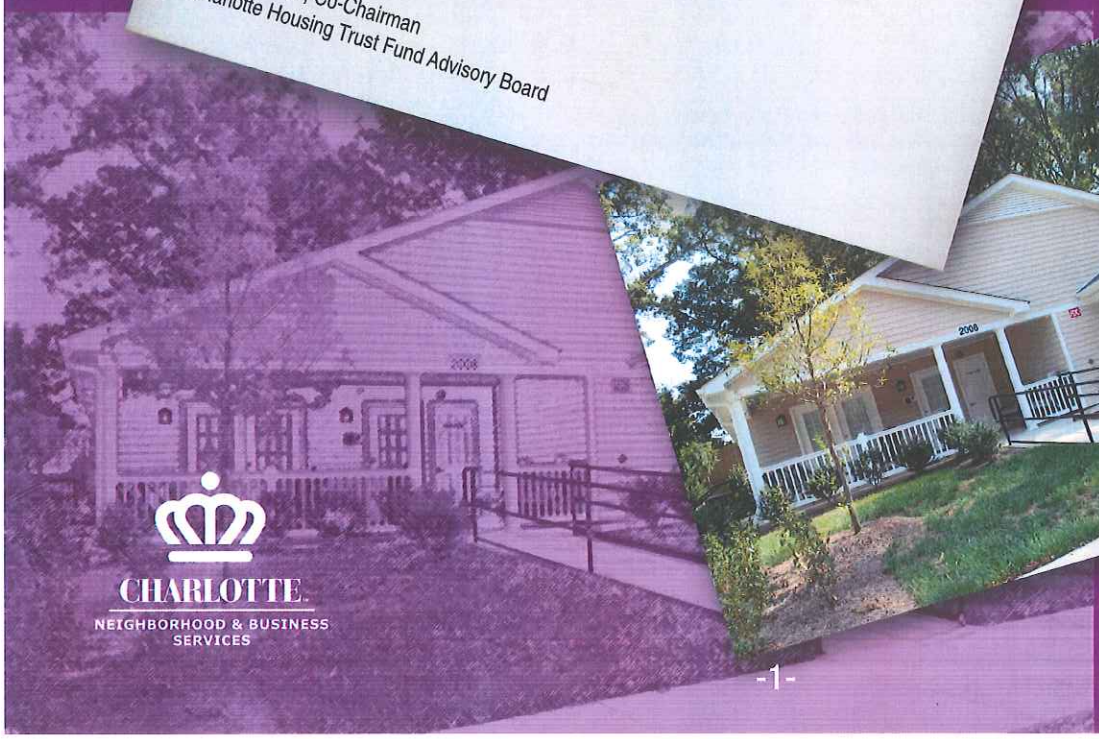
This year also marked the final year of service for Paul Woollard, one of the original members of the Housing Trust Fund advisory board. Paul's commitment to affordable housing has tremendously propelled Charlotte's Housing Trust Fund since its inception in 2002. Please join us and our fellow board members in extending our gratitude to Paul for his years of service to the citizens of Charlotte.

On behalf of the members of the Housing Trust Fund Board, we submit to you our 2009 annual report.

Sincerely,

Bobby Drakeford, Co-Chairman
Charlotte Housing Trust Fund Advisory Board

Tylee Kessler, Co-Chairman
Charlotte Housing Trust Fund Advisory Board



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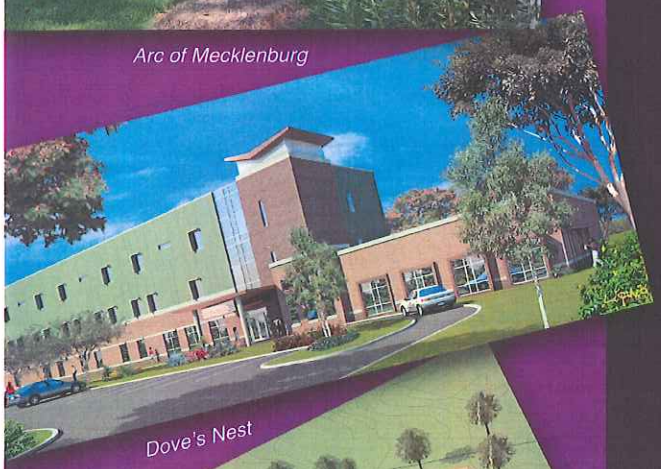
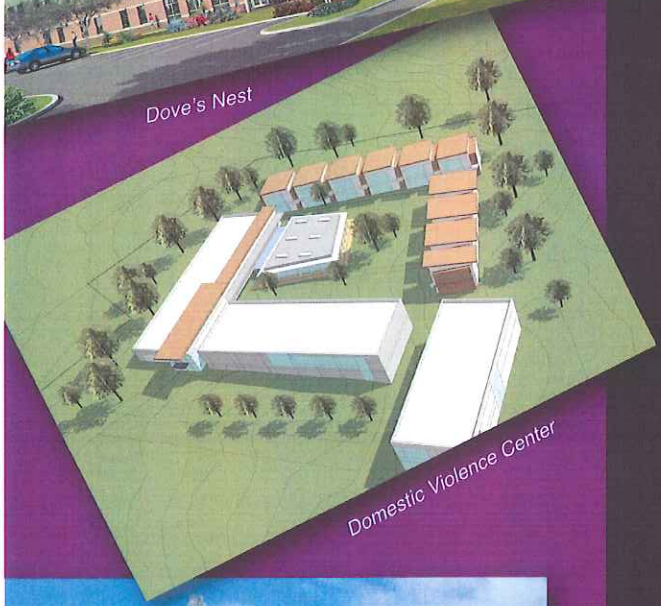
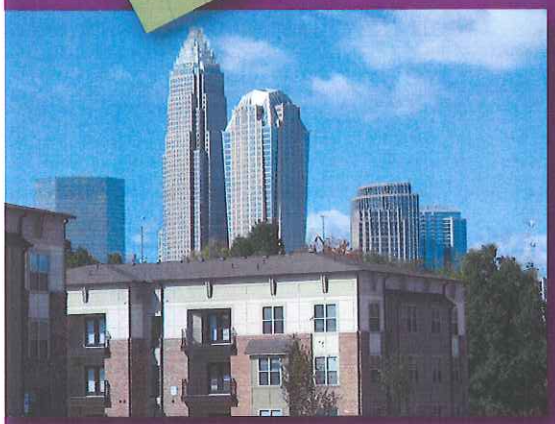
Arc of Mecklenburg



Dove's Nest



Domestic Violence Center



Seigle Point Apartment Homes

Arc of Mecklenburg

Realizing the necessity to fund innovative Special Needs housing in Charlotte, the Housing Trust Fund Advisory Board recommended the funding of a $238,642 grant to the Arc of Mecklenburg, a non-profit developer of housing for people with developmental disabilities. The grant was used for the construction of a five-unit apartment building located at 2008 Summey Avenue. The one-bedroom units were built to provide disabled residents easy accessibility and are equipped with the latest energy efficient appliances. On-site laundry and recreation activities are also available.

While designed as an independent living community for the developmentally disabled, the Arc of Mecklenburg partnered with Residential Support Services to coordinate and provide on-site assistance. This partnership ensures residents have access to the full array of supportive services provided by the Mecklenburg County Disability Network.

Charlotte Rescue Mission/United Family Services

Imagine a human services campus located in Charlotte with two new facilities to serve Charlotte's at-risk women and victims of domestic violence. The Housing Trust Fund is helping to make this vision a reality by awarding two of its 2009 Special Needs grants to the Charlotte Rescue Mission and United Family Services. These historic and long serving Charlotte non-profit agencies are currently involved in Capital Campaigns to build adjoining facilities on an 11-acre parcel of land located on West Boulevard.

Dove's Nest

The Charlotte Rescue Mission received a $1.5 million grant from the Housing Trust Fund for the construction of a 90-bed facility to house homeless women in crisis. This facility, named Dove's Nest, will provide a full continuum of services from housing, substance abuse counseling, educational classes, computer labs, food services and medical assistance. It is projected that 250-275 women a year can be served with the primary goal of assisting them in breaking the cycles of addiction, homelessness and poverty. The Housing Trust Fund award of $1.5 million represents 15% of the total projected cost of $10.8 million the Charlotte Rescue Mission is actively campaigning to raise in the Charlotte community to complete the facility.

Domestic Violence Center

The Housing Trust Fund awarded United Family Services a $800,000 grant for the construction of a 80-bed facility to house victims of domestic violence and their children. This new shelter will provide acute care and long-term transitional housing for battered women and their children. It is envisioned that there will be 20 emergency beds for short-term stays lasting up to three weeks and 60 short-term transitional beds that can be utilized up to one year. This new facility will fill an existing gap in the current delivery system for the more than 1,000 women and children each year that require residential assistance. The $800,000 Housing Trust Fund award is just one piece of an overall capital campaign to raise $10 million. There are a total of 170 units planned for the Domestic Violence Center and the Dove's Nest.

Housing Trust Fund Project Receives National Award

The National Development Council awarded Seigle Point Apartment Homes its 2009 Innovative Affordable Housing Development award. Seigle Point Apartment Homes, developed by the Charlotte Housing Authority, received $1.8 million from the Housing Trust Fund in 2006 and was completed in November of 2008. This Housing Trust Fund financed project received the award at a national conference in Washington, D.C., in May of 2009. Seigle Point Apartment Homes is a 204-unit, mixed-income development located at Seigle Avenue and 10th Street and is a major part of the Hope VI redevelopment for the Belmont area. A total of 204 units were occupied as of August 2009.

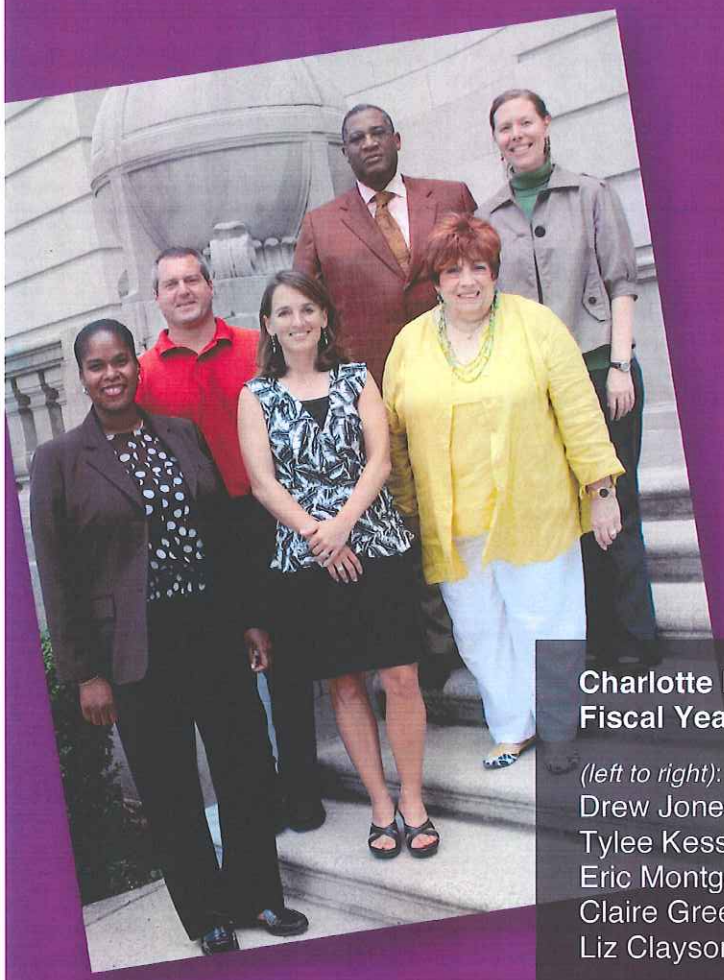
FY2009 Housing Trust Fund Financial Report

Sources and Uses for Funds to Date

Sources of Funds	
FY2002 2/3 Housing Bonds Revenue	$10,000,000.00
FY2003 Housing Bonds Revenue	$20,000,000.00
FY2004 Housing Bonds Revenue	$15,000,000.00
FY2006 Housing Bonds Revenue	$10,000,000.00
FY2008 Housing Bonds Revenue	$10,000,000.00
Sale of 7th McDowell Street Property	$2,142,630.00
Program Income (Repayments, refunds, etc.)	$181,696.00
Total	**$67,324,326.00**

Uses of Funds	
Ownership	$2,504,031.00
Multi-Family Rental-New	$28,112,768.00
Multi-Family Rental-Rehab	$15,060,505.00
Special Needs	$16,431,874.00
Scaleybark Transit	$2,000,000.00
Total	**$64,109,178.00**

FY09 Approved Allocation	
Special Projects - Set-aside	$1,060,000.00
Homeownership - FY09 RFP	$563,465.00
Double Oaks - Set-aside	$1,591,683.00
Sub-Total Restricted Housing Allocation:	**$3,215,148.00**
Total Uses of Funds	**$67,324,326.00**



Charlotte Housing Trust Fund Advisory Board
Fiscal Year 2009

(left to right): Renata Henderson, *Real Estate Representarive*
Drew Jones, *Banking/Finance Representative*
Tylee Kessler, *Banking/Finance Representative*
Eric Montgomery, *Legal Representative*
Claire Green Fallon, *Neighborhood Representative*
Liz Clayson-Kelly, *Neighborhood Representative*

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Vist us at **CHARLOTTE**NC.GOV or call 704.336.3380
600 East Fourth Street, Charlotte, NC 28202

Attachment 3

Date: April 22, 2010

To: Mayor and City Council

From: Ralphine Caldwell, Chair
Citywide Review Team for the Neighborhood Matching Grants Fund

Subject: Report of the Citywide Review Team for Neighborhood Matching Grants Fund

As required by the Charlotte City Charter and City Council's current policy for boards and commissions, the Citywide Review Team for the Neighborhood Matching Grants Fund hereby submits this report of its activities for the calendar year 2009.

The Citywide Review Team for the Neighborhood Matching Grants Fund consists of eleven (11) members chosen by City Council and City Manager from diverse areas. Members include business, neighborhood and non-profit representatives, a City of Charlotte employee and a Charlotte Mecklenburg Schools employee.

The Citywide Review Team for the Neighborhood Matching Grants Fund reviews applications submitted through the Neighborhood Matching Grants Fund program which are between $3,000 and $25,000, assesses the quality of the application through an established scoring process, and determines the viability of the grant project. The committee also discusses recommendations to be submitted to City Council for review and approval.

The Citywide Review Team for the Neighborhood Matching Grants Fund members were:

Ralphine Caldwell, Chair
Bernadette H. Johnson, Vice Chair
Nevada Graham
Claudia Ollivierre
Shirley Stevenson
David Martin, Jr.
Virginia Keogh
Renee Barfield
Joseph L. Rambert, Jr.
Vickie Foster
Jennifer Sage

The Citywide Review Team for the Neighborhood Matching Grants Fund meets four times per calendar year at Old City Hall, 600 E. Trade Street at 12:00 noon. The dates for the meetings are determined by the following

Neighborhood Matching Grant Fund application deadlines: March 15, June 15, and September 15. The final meeting is held in December as a year-end review meeting.

The Citywide Review Team for the Neighborhood Matching Grants Fund reviewed a total of 17 grants during the calendar year 2009. The following grants were approved:

Name of Organization	Project Description	Amount Awarded
Fox Ridge Homeowners Association	Retaining walls.	$3,210.00
Forest Ridge Homeowners Association	Neighborhood entrance sign.	$3,494.38
Colony Acres Homeowners Association	Entranceway beautification project including lighting.	$4,633.45
Sharon Chase Homeowners Association	Install fencing in front and replace aging fencing around clubhouse.	$6,366.00
Wesley Heights Community Association	Funds requested for a tree planting project.	$9,020.00
Carmel Village II Homeowners Association	Funds requested for Phase I of retaining wall replacement.	$9,310.63
Wyndham Place Community Association, Inc.	Entranceway beautification project.	$10,787.50
Falconbridge Homeowners' Association	Erect a fence around the perimeter.	$17,439.50