

# City of Clearwater

*City Hall  
112 S. Osceola Avenue  
Clearwater, FL 33756*



## Meeting Minutes

**Tuesday, July 11, 2017**

**9:00 AM**

**Council Chambers**

## **Neighborhood and Affordable Housing Advisory Board**

## Roll Call

**Present** 4 - Vice Chair Carmen Santiago, Board Member Peggy Cutkomp, Board Member Linda Kemp, and Board Member Michael Potts

**Absent** 2 - Chair Kevin Chinault, and Board Member Lisa Hughes

**Also Present:** Denise Sanderson – Economic Development & Housing Director, Chuck Lane – Economic Development & Housing Assistant Director, Joe Riddle - Housing Manager, Patricia O. Sullivan – Board Reporter

Awaiting approval

### 1. Call To Order

*The Vice Chair called the meeting to order at 9:00 a.m. at City Hall.*

To provide continuity for research, items are in agenda order although not necessarily discussed in that order.

### 2. Approval of Minutes

- 2.1 Approval of Minutes of May 9, 2017 Neighborhood and Affordable Housing Advisory Board meeting as submitted in written summation

**Member Cutkomp moved to approve minutes of May 9, 2017 Neighborhood & Affordable Housing Advisory Board meeting as submitted in written summation. The motion was duly seconded and carried unanimously.**

### 3. Citizens to be Heard Regarding Items Not on the Agenda: None

### 4. New Business Items

- 4.1 Approval of Draft Fiscal Year 2017-2018 Annual Action Plan as submitted.

*Housing Manager Joe Riddle reviewed the draft FY (Fiscal Year) 2017/18 Annual Action Plan which summarized funding sources, City priorities, and specific goals. The Annual Action Plan was advertised; public comment period ends July 24, 2017.*

*In response to a question, Mr. Riddle said the Plan funds only Clearwater residents and properties within City limits. In response to a concern, Mr. Riddle said the CRA (Community Redevelopment Agency) was responsible for the downtown; the Action Plan focused on the East Downtown Gateway.*

*Economic Development & Housing Director Denise Sanderson reviewed planned streetscape improvements on Cleveland Street from Missouri Avenue to 5 Points and other pending projects in the East Downtown Gateway.*

*Mr. Riddle said the Annual Action plan will be submitted to the City Council on August 3, 2017 for approval and forwarded to HUD (Housing & Urban Development) Department; the deadline is August 15, 2017. All agreements will be in order to begin funded activities on October 1, 2017.*

**Member Cutkomp moved to recommended approval of the FY 2017/18 Annual Action Plan as submitted. The motion was duly seconded and carried unanimously.**

**4.2 Discuss Potential Revisions to City's Down Payment and Closing Costs Assistance Program.**

*Mr. Riddle said under the City's down payment and closing costs assistance program, residents with up to 80% medium income qualified for funding through HOME and residents with up to 120% medium income qualified for funding through SHIP. The program provided up to \$14,000 down payment and closing cost assistance to qualified homebuyers at 0% interest. Payments were deferred for the first 5 years and then repaid at a maximum of \$77.78 per month for the next 15 years. Borrowers were required to contribute 2% of the sales price and could not have received City assistance within the previous 5 years.*

*Pinellas County offered more competitive terms and did not require a contribution. The County made 29 loans this year while Clearwater only made 4. Staff was considering ways for the City's program to be more competitive, attract more participants, and meet HOME and SHIP deadlines. Changes would require the City to modify its contract with the State. Staff will present recommendations to the City Council in September.*

**5. Old Business Item**

*In response to a question, Economic Development & Housing Assistant Director Chuck Lane said permits would be pulled soon to redevelop the Strand property on Cleveland Street. The project included mixed-use and market rate apartments and townhomes.*

**6. Director's Report: None.**

**7. Board Members to be Heard**

*Member Potts requested that Board Members be notified when dedications for Action Plan funded housing projects were scheduled.*

**8. Adjourn**

*The meeting adjourned at 9:20 a.m.*

Attest:

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Chair –  
Neighborhood & Affordable Housing Advisory Board

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Board Reporter