



**Minutes
Housing Trust Fund Advisory Board
February 14, 2011**

Minutes for Housing Trust Fund Advisory Board held on Monday, February 14, 2011, 6:00 PM, at 21 E. 6th Street, Suite 214, Orchid House Building, Tempe, Arizona.

HTF Advisory Board Members Present:

Kolby Granville
Todd Marshall
Kevin Kaesberg
Myra Jefferson
Stanley Nicpon

HTF Advisory Board Members Absent:

Shane Graser
Neil Calfee

Council Members Present:

Corey Woods

Staff Present:

Craig Hittie, Affordable Housing Supervisor

Members of the Public Present:

Jayson Matthews, TCC
Jake Hinman, Capital Consulting-Representing Arizona Multi-housing Association

The meeting was called to order at: 6:06 PM by Board Chair, Todd Marshall

Agenda Item 1- Public Comment

No public comments

Agenda Item 2- Acceptance of September 27, 2010 Meeting Minutes (Todd Marshall, Chair)

- Stanley Nicpon corrected the minutes to reflect his attendance at the September meeting.

- Kolby corrected the minutes to reflect the correct spelling of his name.
- Minutes were approved unanimously as amended.

Agenda Item 3- Briefing on new Council Committee: Housing & Social Services (Councilmember Corey Woods)

- Councilmember Woods provided a brief summary to the Board of the new Committee's emphasis and prevue.
- Mr. Woods relayed to the Board that the he values the work of the HTF Advisory Board and as such, includes updates from the Board as a standing agenda item on the new Housing and Social Services Committee.
- Mr. Woods provided the Board with updates on the City's attempts to gain additional funding for affordable housing activities through discussions with Maricopa County utilizing their Neighborhood Stabilization Program (NSP III) funding and with Chicanos Por La Causa and their NSP II funding. However, based on the foreclosure rates in Tempe, the County (at the direction of HUD) has focused their NSP III funding efforts on the West Valley. Conversations with CPLC are ongoing and City staff is forwarding foreclosed properties that appear to meet CPLC's acquisition guidelines to CPLC for possible investment.
- Mr. Woods relayed to the Board that the City has recently purchased a vacant lot on Don Carlos that had been previously approved for 19 units. The intent with the acquisition is to publish a Request for Proposals for the development of a mixed-income housing development that would include market rate for sale units alongside subsidized units. The RFP is currently being drafted by City staff and will be presented to the Housing and Social Services Committee for input and approval prior to publication.
- Lastly, Councilmember Woods discussed with the Board the recent video taping of several segments that discussed various affordable housing activities carried out by the City, as well as activities and services offered by some of the City's non profit partners. It is anticipated that the video will be released within the next few weeks.
- Mr. Nicpon asked that Councilmember Woods present the video to the HTF Advisory Board when it becomes available. Mr. Woods agreed.

Agenda Item 4- HTFAB Working Plan Draft (Group Discussion)

- Board Chair, Todd Marshall, discussed with Board that with everyone's consent, he would present the HTF Advisory Board's draft Work Plan to the new Housing and Social Services Committee (March 8th) and pending the Committee Board Chair's approval, the Work Plan would be presented to City Council at an Information Review Session.
- After some discussion, the Board members present agreed to this timeline.

Agenda Item 5-2011 HTFAB meeting dates, time and location (Group Discussion)

- Chairman Marshall recommended that the Board meet on a quarterly basis unless circumstances called for a special meeting. The Board members present agreed.
- The next HTFAB meeting scheduled for May 9, 2011 at 6 PM at Hatton Hall.
- Chairman Marshall asked Craig Hittie to review the Council and Staff calendars for the remainder of the year and email possible meeting dates for the 3rd and 4th quarters of 2011. Mr. Hittie agreed to email those dates by the end of the week.

Agenda Item 6-Future Agenda Items

- No items presented for consideration

Agenda Item 7-Adjournment

- Board Chair adjourned meeting at 6:25 PM

Prepared by: Craig Hittie
Reviewed by Todd Marshall