

**Pima County Housing Commission  
December 17, 2012 – 3:00 pm**

Pima County Housing Center  
801 W. Congress St.  
Tucson, AZ

**Meeting Summary**

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**Members present**

Frank Moreno  
Ken Anderson  
Jon Miles  
Kathleen Buske  
Scott Place  
David Greenberg  
Henry Boice  
David Godlewski  
Frank Thomson  
Ray Clarke

**Members absent**

Tim Escobedo

**Staff & Guests**

Betty Villegas  
Marcos Ysmael  
Margaret Kish  
Isabel Camarena  
Martha Martin  
Tresina Lister  
Terry Galligan  
Pat Beauchamp  
Jeff Singleton  
Adam Weinstein  
Andrea Ibanez

**I. Welcome and Call to Order**

Chair of the Housing Commission, Frank Moreno called the meeting to order at 3:00 pm. Roll Call of Commission – **Quorum satisfied.**

**II. Pledge of Allegiance**

All in attendance stood and recited the Pledge.

**III. Review and Approve Minutes from June 18, 2012**

Commissioner Jon Miles recommended two corrections. Henry Boice moved to approve minutes as corrected. Ken Anderson seconded. **Motion passed unanimously.**

**IV. Discussion and Possible Action Items**

Gadsden Project Update

- Owner received invitation to apply and tentatively approval for a HUD 221d loan.
- Owner will take steps to secure county bond funds and city HOME funds which are pre-conditions for the approval of HUD loan.
- Owner seeking Low Income Housing Tax Credits and bond financing.
- Betty Villegas and Marcos Ysmael will schedule meeting with Charles W. Lotzar, legal counsel pursuing financing on behalf of owner.

Motion by Henry Boice that staff will begin to underwrite and prepare contract so that BOS will be able to approve the contract on or before the HUD loan deadline of June 30, 2013. Kathleen Buske seconded. **Motion passed unanimously.**

Items of Discussion:

- Provide ample time for county attorney to prepare contract.
- Provide ample time for owner to address any concerns of county.

#### Marana Project

- Taken out of order, before Habitat, at the request of Betty.
- Town of Marana officials and staff have not responded to Deputy County Administrator Hank Atha's request for quarterly reports.

David Greenberg moved that a letter written from the Chairman of the Housing Commission to the Town of Marana's public official and staff that if the Town does not respond to Mr. Atha's request on or before March 19, 2013, the commission will ask the Board of Supervisor's to revert the funds back to the commission who will then make them available for other for profit or nonprofit developers of affordable housing and furthermore, the Town is welcome to re-apply for these funds or future funds that may become available with new bond issues. Ken Anderson seconded. **Motion passed unanimously.**

Items of Discussion:

- Whether staff or the commission attempt to communicate with Marana to determine their intent.
- Whether Commission is obligated to wait till March 19, 2013 deadline given to the town by Mr. Atha.
- Marana missed only the October Report. They may submit a December report which may answer some questions.
- By holding these funds, the commission preventing other viable projects from using this money now.
- A letter should be sent to Marana stating that they have failed to demonstrate ability to use these funds and in March the commission will divert their funding commitment to another viable project and that Marana may reapply for these funds or future funds that may become available as a result of new bond issues.
- Discussed that letter explicitly list deadlines missed by Marana since July 31, 2012.
- Discussed whether soft commitments of bond funds can include a condition that allows the BOS to automatically cancel approval for the bond request as a result of non-performance by the applicant.
- Discussed new housing bond request which will be affected by the status of the current bond funds held by Marana.

Habitat for Humanity Letter of Interest in Bond Funds

- Betty provided an overview of the proposed project indicating it's located in Flowing Wells, an area where there has been little affordable housing bond activity.
- Amount requested equals amount available (\$160,000 including \$50,000 from El Banco)
- Project if approved would be able to spend these funds during 2013 on infrastructure
- Housing Units would be under construction and later closed during 2014.
- Previous request for small amounts were discouraged due to 30 year affordability period required with bond funds.

Items of Discussion:

- Will Habitat be able to spend funds in the short-term.
- Habitat may apply for additional funds when new bond funds are issued.
- Whether Habitat should wait to apply when/if Marana funds are reverted back to commission in March 2013.
- The application process was closed several meetings ago due to a lack of funding available.
- The bond application process be re-opened to all for profit and nonprofits including Habitat.
- Staff must revise the current application before re-opening application process.
- Commission project application scoring process will result in the best project receiving funding.

Motion by Kathy Buske to open the application process to all for-profit and non-profit builders of affordable housing for \$160,000. Henry Boice seconded. **Motion passed unanimously.**

Subcommittee Summary of Bond Application and Contribution Schedule

- Betty reported the subcommittee met and approved a change in the contribution schedule. Staff are revising the bond program application.

Frank Thomson moved that the commission table voluntary fee schedule vote for one year. David Greenberg seconded. **Motion passed with majority vote (one vote no).**

Items of discussion on voluntary roof top fee:

- Staff must check with attorney prior to any changes.
- County has reduced other development fees and therefore this fee should not be considered at this time.
- Housing market should bounce back next year.

**V. Staff Reports**

Betty introduced the 2011-2012 Annual Report pointing out new features including the photos and biographies of the members of the commission.

Items of discussion:

- o Deputy county administrator reviewed and approved.
- o Today's presentation makes the report official and available to the public
- o Commission strongly recommend it be provided to the Bond Committee and each of the BOS.

Betty introduced county staff, Isabel Camarena. Betty reported that former staff, Samantha Romero, had a baby and lives in Las Vegas.

Marcos Ysmael reviewed the status of all active bond projects including Liberty Corners, Corazon de Pueblo and Sunnyside Pointe.

He reported on the NSP 1 projects with the International Sonoran Desert Association (ISDA), Primavera Foundation, and the City of Tucson which generated \$19,000 program income. Eight jobs were created by ISDA.

Marcos presented a report on property taxes generated by the 1997 housing units. Similar data is being collected on the 2004 housing program. Commission recommended other data be collected and asked whether the taxes returned to the county can be reinvested in additional affordable housing. County staff will meet with David Godlewski to learn what other data should be collected to show economic impact of the affordable housing program.

**VI. 2013 Meeting Schedule**

Betty presented the commission's meeting schedule for the upcoming year.

**VII. Call to audience**

Pat Beauchamp provided an overview of the bond funded project, Esperanza en Escalante.

**VIII. Announcements**

Commissioners shall be re-appointed as a result of the election of the Board of Supervisors. With a new Supervisor in District No. 1, the re-appointment of David Greenberg and Kathleen Buske will be anticipated.

Betty acknowledged and thanked the commissioners for their time, commitment and increasing knowledge about affordable housing throughout the year.

Chairman Frank Moreno adjourned the meeting at 4:30 p.m.