

**FLAGLER COUNTY**  
**AFFORDABLE HOUSING ADVISORY COMMITTEE**  
***Meeting Minutes***  
***July 11, 2017***

**MEMBERS PRESENT:** *Dorothy Sperber, Thomas Stauffacher and Carmen Bongiovanni, Cynthia Basset, Joe Kowalski and Denise Santa Maria*

**MEMBERS ABSENT:**

**EXCUSED ABSENT:** *Charles Ericksen, Jr, Rich Belhumeur, David Alfin, Sharon Demers and Karen Spears*

**STAFF PRESENT:** *Ralston Reodica, SHIP Administrator; Lacy Page, Administrative Assistant; Lorie Bailey-Brown, Financial Services Director*

**MEMBERS OF THE PUBLIC PRESENT:** *N/A*

1. Call to order; Carmen Bongiovanni called the meeting to order at 8:49 am.
2. Review of Minutes from the June 13, 2017 Regular Meeting.

A **MOTION** was made by Dorothy Sperber and **SECONDED** by Tom Stauffacher to approve the minutes of the June 13, 2017 meeting.

**MOTION** carried unanimously.

3. Review of previously approved SHIP Down Payment/Closing Cost Assistance request for SHIP applicant 633 under the very low income category up to the amount of \$40,000.00.

A **MOTION** was made by Tom Stauffacher and **SECONDED** by Denise Santa Maria to approve the SHIP down payment/ closing cost assistance from Habitat for Humanity for SHIP applicant 633 under the very low income category for up to \$40,000.

**MOTION** carried unanimously.

4. Review of SHIP Down Payment/Closing Cost Assistance request from Ocean Vista Mortgage LLC for SHIP applicant 640 under the low income category up to the amount of \$40,000.00.

A **MOTION** was made by Denise Santa Maria and **SECONDED** by Tom Stauffacher to approve the SHIP down payment/ closing cost assistance from Ocean Vista Mortgage LLC for SHIP applicant 640 under the low income category for up to \$40,000.

**MOTION** carried unanimously.

5. Review of SHIP Down Payment/Closing Cost assistance request from Flagler Habitat for Humanity for SHIP applicant 641 under the very low income category up to the amount of \$40,000.00.

A **MOTION** was made by Tom Stauffacher and **SECONDED** by Denise Santa Maria to approve the SHIP down payment/ closing cost assistance from Flagler Habitat for Humanity for SHIP applicant 641 under the low income category for up to \$40,000.

**MOTION** carried unanimously.

6. Review of SHIP Rehabilitation assistance request for SHIP applicant 85-25 under the low income category up to the amount of \$35,000.

A **MOTION** was made by Tom Stauffacher and **SECONDED** by Denise Santa Maria to approve the SHIP Rehabilitation assistance for SHIP applicant 85-25 under the low income category for up to \$35,000.

**MOTION** carried unanimously.

7. Approve SHIP Rapid Re-housing Assistance for SHIP applicant RR-01 under the low income category.

A **MOTION** was made by Denise Santa Maria and **SECONDED** by Dorothy Sperber to approve the SHIP Rapid Re-housing Assistance or SHIP applicant RR-01 under the low income category.

**MOTION** carried unanimously.

8. Approve SHIP Rapid Re-housing Assistance for SHIP applicant RR-02 under the low income category.

A **MOTION** was made by Denise Santa Maria and **SECONDED** by Tom Stauffacher to approve the SHIP Rapid Re-housing Assistance or SHIP applicant RR-02 under the low income category.

**MOTION** carried unanimously.

9. Approve the 2014-2015 SHIP Annual Report, 2015-2016 SHIP Interim Annual Report and 2016-2017 SHIP Interim Annual Report

A **MOTION** was made by Denise Santa Maria and **SECONDED** by Tom Stauffacher to approve the SHIP Interim Annual Report.

**MOTION** carried unanimously.

10. Other Business

Ordinance & Resolution Update  
SHIP Funding Advocacy

11. Public Comments

12. Adjourn

A **MOTION** was made by Denise Santa Maria and **SECONDED** by Joe Kowalski to adjourn the meeting at 9:06 am.