

FLAGLER COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
Meeting Minutes
June 14, 2016

MEMBERS PRESENT: *David Alfin, Rich Belhumeur, Charles Ericksen, Jr, Carmen Bongiovanni, Thomas Stauffacher, Denise Santa Maria, Karen Spears, Dorothy Sperber and Marc Bellapianta.*

MEMBERS ABSENT: *Joe Kowalski, and Cynthia Bassett*

EXCUSED ABSENT:

STAFF PRESENT: *Valerie Bradley, SHIP Administrator, Lacy Page, Administrative Assistant.*

MEMBERS OF THE PUBLIC PRESENT: *N/A*

1. Call to order;
2. Review of Minutes from the May 10, 2016 Regular Meeting

A **MOTION** was made by Thomas Stauffacher and **SECONDED** by Denise Santa Maria to approve the minutes of the May 10, 2016 meeting

MOTION carried unanimously.

3. Review bid for SHIP applicant 85-15. Up to \$35,000 was approved at the April 12, 2016 AHAC meeting.

A **MOTION** was made by Carmen Bongiovanni and **SECONDED** by Karen Spears to approve the bid for \$29,957.90 for SHIP applicant 85-15.

Discussion: Karen asked if 2 layers is common in Florida. David Alfin inquired if the SHIP program is suffering because construction is so high in Flagler County right now. Tom Stauffacher said the roof is a fair price because prices have increased.

MOTION carried unanimously.

4. Review bid for SHIP applicant 85-16. Up to \$35,000 was approved at the April 12, 2016 AHAC meeting.

A **MOTION** was made by Thomas Stauffacher and **SECONDED** by Dorothy Sperber to approve the bid for \$29,972. for SHIP applicant 85-16.

Discussion: RCMP garage door was brought up. The applicant is waiting for approval from the RCMP program. If she should receive approval before the end of the project, the RCMP program may be able to assist with the garage door replacement so that more

dollars can be used from SHIP if there should be further work required on the septic tank. Karen Spears asked if the septic tanks are the same here as up north. Karen also inquired if 40 gallon tanks are normal- Tom said yes.

MOTION carried unanimously.

5. Review bid for SHIP applicant 85-17. Up to \$35,000 was approved at the April 12, 2016 AHAC meeting.

A MOTION was made by Denise Santa Maria and **SECONDED** by Karen Spears to approve the bid for \$5866.25. for SHIP applicant 85-17.

MOTION carried unanimously.

6. Review bid for SHIP applicant 85-18. Up to \$35,000 was approved at the April 12, 2016 AHAC meeting Review of SHIP applicant 85-18 up to \$35,000.

The applicant has been placed in a nursing home and therefore the SHIP office will not be able to continue with rehabilitation on this home. The SHIP Administrator explained that the \$575 already spent on the home must now be transferred from the property address project number to administration costs.

7. Other Business

- Valerie Bradley discussed emergency repairs and wanted to clarify that \$10,000. will be awarded for repairs and not replacements. Also wanted to note that once she receives a quote she can move forward with the repair and not have to approve in front of the board since this is classified as an emergency.
- David Alfin asked if Valerie Bradley could produce reports in the middle of the year to assess the funds and ensure they are being used to the fullest. Valerie indicated she will be providing annual reports at the July meeting.

8. Public Comments

None.

9. Adjourn

A MOTION was made by David Alfin and **SECONDED** by Carmen Bongiovani to adjourn the meeting at 9:00am.