

**FLAGLER COUNTY**  
**AFFORDABLE HOUSING ADVISORY COMMITTEE**  
***Meeting Minutes***  
***December 13, 2016***

**MEMBERS PRESENT:** *David Alfin, Thomas Stauffacher, Rich Belhumeur, Carmen Bongiovanni, Denise Santa Maria, Dorothy Sperber, and Joe Kowalski,*

**MEMBERS ABSENT:** *Cynthia Bassett*

**EXCUSED ABSENT:** *Charles Ericksen, Jr, Karen Spears*

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

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

1. Call to order; Rich Belhumeur called the meeting to order at 8:30 am.
2. Review of Minutes from the November 8, 2016 Regular Meeting.

A **MOTION** was made by Tom Stauffacher and **SECONDED** by David Alfin to approve the minutes of the November 8, 2016 meeting.

**MOTION** carried unanimously.

3. Review of SHIP Disaster Assistance for SHIP applicant DM16-01 under the very low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-01 under the very low income category in the amount of \$4,000.

**MOTION** carried unanimously.

4. Review of SHIP Disaster Assistance for SHIP applicant DM16-02 under the low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-02 under the low income category in the amount of \$4,000.

**MOTION** carried unanimously.

5. Review of SHIP Disaster Assistance for SHIP applicant DM16-03 under the low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-03 under the moderate income category in the amount of \$4,000.

**MOTION** carried unanimously.

6. Review of SHIP Disaster Assistance for SHIP applicant DM16-04 under the low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-04 under the low income category in the amount of \$4,000.

**MOTION** carried unanimously.

7. Review of SHIP Disaster Assistance for SHIP applicant DM16-05 under the very low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-05 under the very low income category in the amount of \$4,000.

**MOTION** carried unanimously.

8. Review of SHIP Disaster Assistance for SHIP applicant DM16-06 under the moderate income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-06 under the moderate income category in the amount of \$4,000.

**MOTION** carried unanimously.

9. Review of SHIP Disaster Assistance for SHIP applicant DM16-08 under the low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-08 under the low income category in the amount of \$4,000.

**MOTION** carried unanimously.

10. Review of SHIP Disaster Assistance for SHIP applicant DM16-09 under the moderate income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-09 under the moderate income category in the amount of \$4,000.

**MOTION** carried unanimously.

11. Review of SHIP Disaster Assistance for SHIP applicant DM16-10 under the moderate income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-10 under the moderate income category in the amount of \$4,000.

**MOTION** carried unanimously.

12. Review of SHIP Disaster Assistance for SHIP applicant DM16-11 under the very low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-11 under the very low income category in the amount of \$4,000.

**MOTION** carried unanimously.

13. Review of SHIP Disaster Assistance for SHIP applicant DM16-12 under the very low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-12 under the very low income category in the amount of \$4,000.

**MOTION** carried unanimously.

14. Review of SHIP Disaster Assistance for SHIP applicant DM16-13 under the low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-13 under the low income category in the amount of \$4,000.

**MOTION** carried unanimously.

15. Review of SHIP Disaster Assistance for SHIP applicant DM16-14 under the low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-14 under the low income category in the amount of \$4,000.

**MOTION** carried unanimously.

16. Review of SHIP Disaster Assistance for SHIP applicant DM16-15 under the moderate income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-15 under the moderate income category in the amount of \$4,000.

**MOTION** carried unanimously.

17. Review of SHIP Disaster Assistance for SHIP applicant DM16-16 under the very low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-16 under the very low income category in the amount of \$4,000.

**MOTION** carried unanimously.

18. Review of SHIP Disaster Assistance for SHIP applicant DM16-17 under the moderate income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-17 under the moderate income category in the amount of \$4,000.

**MOTION** carried unanimously.

19. Review of SHIP Disaster Assistance for SHIP applicant DM16-18 under the extremely low income category up to the amount of \$4,000.00.

A **MOTION** was made by David Alfin and **SECONDED** by Tom Stauffacher to approve the SHIP Disaster Assistance on completion of a complete file for SHIP applicant DM16-18 under the extremely low income category in the amount of \$4,000.

**MOTION** carried unanimously.

20. Review of SHIP subordination of mortgage to Quicken Loans, Inc for SHIP rehabilitation applicant 84-80.

A **MOTION** was made by Dorothy Sperber and **SECONDED** by Carmen Bongiovanni to approve the subordination of mortgage to Quicken Loans, Inc for SHIP rehabilitation applicant 84-80.

**MOTION** carried unanimously.

21. Other Business

Discussion about SHIP Quarterly reports for review. Documentation was provided to the members for review.

22. Public Comments

23. Adjourn

A **MOTION** was made by Carmen Bongiovanni and **SECONDED** by David Alfind to adjourn the meeting at 9:09 am.