



AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)

Sumter County, FL

The Villages Sumter County Service Center
7375 Powell Road Wildwood, FL 34785

Meeting Minutes Date: February 8, 2017

Members Present: Gene Barton – Helping Hands Outreach; PJ Lewis – Lewis Brothers Construction; Cheryl Barnes – Barnes Realty & Appraisals, Inc.; Sandra Woodard – Early Learning Coalition of Nature Coast; Karen Davis – SCARC; Matt Yoder – T & D Concrete; Donna Brown – Community Housing Partners; Leland Greek - Sumter County Fire & EMS;

Members Absent: Diana Couillard - Dibarco Building Corporation; Samantha Crane – Suncoast Credit Union; Joe Elliott – Zoning & Adjustment Board Darlene Ford – Southern Comfort Enterprises, Inc.

Public Attendees: Denna Lafferty - Housing Coordinator; Jada Ciftci – Economic Development Professional.

Location: 7375 Powell Road, Suite 208, Wildwood, FL 34785. A copy of the public notice for this meeting is on file.

Hand-outs to members: Agenda and LHAP Demolition/Reconstruction Strategy.

Call to Order: Mr. Yoder called the meeting to order at 10:00 a.m.

Public Forum: None.

First order of business: *Review the proposed amendment to the Local Housing Assistance Plan for State Housing Initiative Partnership (SHIP) funding covering fiscal years 2016-17, 2017-18, and 2018-19 (Demolition/Reconstruction Strategy).* Mrs. Lafferty informed the committee that there was a copy of the entire Local Housing Assistance Plan (LHAP) available for review. Mrs. Lafferty explained that staff had made changes to the Demolition/Reconstruction strategy. Mrs. Lafferty stated if the bids exceed the maximum award amount the homeowner would be given the opportunity to pay all costs above the maximum award amount paid for by the program. Mrs. Lewis asked if the homeowner would be responsible to pay the additional cost up front. Mrs. Lafferty replied “yes ma’am, the payment would be made at the time of contract signing. If the homeowner does not have the payment, staff will not move forward with the project”. Mrs. Barnes asked if the homeowner would be given time to get the money. Mrs. Lafferty replied “yes ma’am, staff can give the homeowner a

responsible amount of time to get the money. Staff can not approve a lengthy period of time because it will delay the project". Mrs. Lafferty explained the Board of County Commissioners will utilize DemandStar to broadcast all formal solicitations for demolition/reconstruction projects which will be consistent with all of the other large county projects. An Invitation to Bid (ITB), which is a written solicitation for competitive sealed bids with the title, date, and hour of the public bid opening designated and specifically defining the service for which bids are sought, will be used for all demolition/reconstruction projects. The Purchasing Division will be responsible for approving the specifications before going to bid, posting the ITB on DemandStar and scheduling all dates relating to the ITB. Mrs. Lafferty stated all ITBs shall be awarded to the responsive, responsible, and lowest bidder.

A motion to approve the LHAP amendment was made by Mrs. Woodard and seconded by Mr. Greek. The motion carried unanimously.

Mrs. Lafferty explained that the LHAP amendment will go on the Board of County Commissioner's February 14, 2017 agenda. If the Board approves the amendment, it will be sent to Florida Housing Finance Corporation for approval. After final approval is received, all changes will become effective immediately.

Committee Members: None.

Items for next agenda: None.

Next Meeting:

- April 6, 2017 @ 10:00 a.m. at 7375 Powell Road, Room 208, Wildwood, Florida 34785 (as published for public notice).

Mr. Barton made a motion to adjourn at 10:15 a.m. and Mrs. Davis seconded the motion. The motion carried unanimously.

Submitted by: Donna Brown
Donna Brown, Secretary

Approved on the 6 day of April, 2017.

By: Diana B. Couillard
Diana Couillard, Chairman