

**Charlotte County**  
**Affordable Housing Advisory Committee**  
**Meeting Minutes**  
August 23, 2023

**Roll Call:** The meeting was called to order at 10:00AM by Lance Welsh, chairman. A quorum was present.

Committee Members Present:

Welsh, Lance, Chair	Real Estate Professional
Tiseo, Comm. Joe	Local Elected Official
Mansfield, Mike	Home Building Industry
Fitzpatrick, Lynn	Real Estate Professional
Meagher, Michael	Areas of Labor – Home Building Industry
Hogan, Angela	Advocate for Low-Income Persons
Finig, Brittany	Citizen at Large
Gravesen, Michael	Planning and Zoning Official

Staff/Guests Present: Colleen Turner, Rich Gromalski, Rose Brooks, Mary Prod, Carrie Walsh, CCHS; Glinda Pruitt, County Attorney; Jie Shao, CCCD; Sandy Weaver, CCU; Matthew Pelletier, City of PG; Terry Cochran, CCSO; Hunter Scott, DOH; Daniel Hughes, Bayport Lending; Denise Dull, PORCH; Jessica Turner, Regional Housing Coalition; Geoff Harlan, Blue Sky Communities.

**Changes to Agenda**

Staff provided updated documents: FY20 SHIP Close-out Annual Report; and LGAO cumulative scoring matrix and Review Committee recommendation.

\*Motion to approve changes, Mike Mansfield. Second, Michael Gravesen. **Motion passed.**

**Public Comment on Agenda Items:**

Jessica Turner shared information about a coordinated Regional Housing Coalition and related task forces. The policy task force is looking at ADUs and excited about Charlotte County's proposed pilot. Daniel Hughes introduced himself as a candidate for AHAC appointment. He shared his background and interest in serving.

\*Motion to close Public Comments, Commissioner Tiseo. Second, Michael Gravesen. **Motion passed.**

**Approval of Minutes**

The June minutes were presented. No correction noted.

\*Motion to approve the June 2023 minutes, as presented, Angela Hogan. Second, Commissioner Tiseo. **Motion passed.**

**New Member Recruitment**

Staff shared 2 applications for appointment to the AHAC: Daniel Hughes (Bayport Lending); and Kris Proudfoot (Centennial Bank). Members discussed both and asked if it was possible to appoint both. As there is only 1 vacant position, this is not possible. The #2 candidate is encouraged to attend and participate as non-voting member until/unless another vacancy arises.

\*Motion to recommend Daniel Hughes as candidate #1, Kris Proudfoot as candidate #2, Lynn Fitzpatrick. Second, Commissioner Tiseo. **Motion passed.**

**Charlotte HOME**

- **FHFC RFA update** - Staff presented the Local Government Area of Opportunity (LGAO) 2023 RFA

results. Three (3) applications received: Vesta Esperanza Village (Option 1 concrete), Newstar/Middleburg Development; Vesta Esperanza Village (Option 2 wood frame), Newstar/Middleburg Development; Blue Deep Creek, Blue Sky Communities. A publicly noticed Review Committee meeting was held on 08.23.2023 where applications were reviewed, scored, and prioritized. Blue Deep Creek is recommended for local preference and local government contribution toward their FHFC RFA 2023-201 application. Recommendation to be presented to BCC on 09.12.2023.

- **Applications and Inquiries**
  - PORCH amended application for Scott St. project to be presented to BCC 09.12.2023.
  - Verandas III BCC/SHIP final loan documents to be presented to BCC 09.12.2023 for execution.
- **Monthly Housing Division Report** (July and August) shared with packet and noted for review.

### **SHIP Program**

- **FY20 SHIP Close-out annual report** – Final annual report shared reflecting all expenditures and encumbrances for close-out and certification by the BCC.  
\*Motion to approve FY20 SHIP Close-out Annual Report for BCC certification, Commissioner Tiseo. Second, Michael Gravesen. **Motion passed.**
- **FY21 SHIP Interim annual report** – Interim annual report shared reflecting current expenditures and encumbrances for certification by the BCC.  
\*Motion to approve FY21 SHIP Interim Annual Report for BCC certification, Commissioner Tiseo. Second, Michael Gravesen. **Motion passed.**
- **SHIP-DR for insurance deductibles** – Staff continue to process payment for approved applicants. The amount encumbered has reduced as actual expenditures are reported, allowing for additional assistance to wait-listed applicants. Expenditure deadline 06.30.2025.
- **SHIP disaster assistance** – All disaster assistance applications continue to go through coadfl.org Long Term Recovery Unmet Needs portal. Referrals for Human Services assistance received and being processed.
- **Housing and Hurricane Recovery Program (HHRP)** – Sub-recipient recruitment discussed. Planning for NFA continues.
- **Rebuild Florida** – Pre-assessment portal open for individual homeowner applicants. Completion of this step is required for consideration for the program when it opens in Spring 2024.

### **Potential Urban County Qualification for CDBG**

Staff shared and members discussed the invitation to apply and deadlines. Due to too-tight timeframes, a decision was made to defer application until 2024. The BCC Chairman response to HUD is set for ratification 09.12.2023.

### **Accessory Dwelling Unit (ADU) Pilot Project and Regional AH Task Force**

Staff provided a draft ADU ordinance and Jie gave an overview. The ordinance will go before Planning and Zoning board on 09.11.2023, to BCC for public hearing on 10.24.2023, and 11.28.2023 for BCC adoption. Jessica Turner gave an update on the Regional AH Coalition/Task Force.

### **Seawall Repair Assistance program**

Staff gave an update on the status of the program. The Agreement with FloridaCommerce is pending. Eligibility criteria and policy were discussed. Commissioner Tiseo requested an asset/means test. Staff will discuss with Legal and Administration.

**Member/Agency Updates:**

- **Habitat for Humanity** – Mike reports 120 repairs completed since Hurricane Ian. Eight (8) homes under construction.
- **Real Estate** – Lynn reported on the rental market; rents are down; availability is up; until season.
- **GCP** – Angela reports @ \$488K has been spent on SHIP RRH since program inception. She requested the next allocation. HUD classes start @ 10.01.2023 at the FSC. Getting Ahead classes start @ 12.01.2023.
- **Blue Sky Communities** – Geoff Harlan is a Pasco AHAC member. He appreciates the “tool in the tool box” approach. He shared a Home Sharing initiative they are implementing. He will send staff the information.

There being no further business, the meeting was adjourned by motion of Mike Mansfield, second by Michael Gravesen, and unanimous agreement. The next meeting is scheduled for 10.25.2023 at 10:00 AM at the Family Services Center, 21500 Gibraltar Dr., Port Charlotte.