



**CITRUS COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE**  
**Citrus County Courthouse**  
**Room 100**  
**110 N. Apopka Avenue**  
**Inverness, FL 34450**

**AGENDA**

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Chairperson Melissa Walker  
Vice Chair Barbara Wheeler  
Member Kathi Anderson-Moore

Member Kim Farrar  
Bruce Kaufman  
Brian Herrmann

Willie White  
Jeff Kinnard D.C.

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- 1. CALL TO ORDER**
    - a. Roll Call
  - 2. INTRODUCTION**
  - 3. PUBLIC COMMENTS**
  - 4. APPROVAL OF MINUTES**
  - 5. AGENDA**
    - a. Affordable Housing Advisory Committee Agenda
  - 6. OLD BUSINESS**
  - 7. NEW BUSINESS**
  - 8. OTHER**
  - 9. ADJOURNMENT**

**Citrus County Courthouse**  
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NOTE: If any person decides to appeal any decision made by the Affordable Housing Advisory Committee with respect to any matter considered at this public meeting or hearing, he or she will need to ensure that a verbatim record of the proceedings is made which record shall include the testimony and evidence upon which the appeal is to be based. Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County



## **AGENDA MEMORANDUM**

|                                                                               |                                                  |
|-------------------------------------------------------------------------------|--------------------------------------------------|
| <b>FROM:</b>                                                                  | Mariselle Rodriguez, Community Services Director |
| <b>SUBJECT:</b>                                                               | Affordable Housing Advisory Committee Agenda     |
| <b>AGENDA DATE:</b>                                                           | <b>October 20, 2021</b>                          |
| <b><u>BRIEF OVERVIEW:</u></b><br>Affordable Housing Advisory Committee Agenda |                                                  |
| <b><u>BUDGET IMPACT/FUNDING SOURCE:</u></b>                                   |                                                  |
| <b><u>RECOMMENDED ACTION:</u></b>                                             |                                                  |

**CITRUS COUNTY**  
**AFFORDABLE HOUSING ADVISORY COMMITTEE**

**AGENDA**

**Wednesday, October 20, 2021 - 5:00 PM**

Citrus County Resource Center Café, 2804 West Marc Knighton Court, Lecanto, Florida

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**Melissa Walker**, Chairperson, not-for-profit provider  
**Barbara Wheeler**, Vice-Chair, Citrus County resident  
**Kathi Anderson-Moore**, real estate industry  
**Kim Farrar**, low-income advocate  
**Lorrie Hamilton**, banking representative

**Brian Herrmann**, local planning agency  
**Bruce Kaufman**, labor industry  
**Commissioner Jeff Kinnard**, local elected official  
**Willie White**, home building industry

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- 1) **CALL TO ORDER** – Melissa Walker, Chairperson
- 2) **ROLL CALL** – Brenda Flowers, Recording Secretary
- 3) **INTRODUCTION** – Visitors and staff
- 4) **PUBLIC COMMENTS**
- 5) **APPROVAL OF MINUTES**
  - July 21, 2021
  - Recommended Action Item: Approval of Minutes
- 6) **OLD BUSINESS**

**Community Development Block Grant – Disaster Recovery (CDBG-DR) –Michelle**

- Two (2) projects were approved by the BOCC on September 28<sup>th</sup>
  - KallKell Construction has been awarded both projects - construction to start in 30 days
  - Moving forward on 3<sup>rd</sup> project. Environmental review near completion
  - Additional funding and extension request has been submitted
- 
- **Section 8, Shelter Plus Care, HUD VASH, SHIP, Septic Upgrades, CARES and CDBG-DR Inspections**

|             | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Inspections | 70  | 81  | 69  | 63  | 41  | 99  | 76  | 92  | 101 |     |     |     | 692   |

Attachment: AHAC Agenda 10.20.2021 (18554 : Affordable Housing Advisory Committee Agenda)

**OLD BUSINESS (continued)**

- Section 8 STATS**

|                                      | Jan                                | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec | AVG/Total |
|--------------------------------------|------------------------------------|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|-----------|
|                                      | <i>Under COVID-19 Restrictions</i> |     |     |     |     |     |     |     |      |     |     |     |           |
| Vouchers Serving (Include Port Outs) | 168                                | 164 | 163 | 167 | 167 | 166 | 165 | 165 | 173  |     |     |     | 166 avg   |
| Waiting List                         | 227                                | 222 | 222 | 222 | 0   | 0   | 0   | 0   | 93   |     |     |     | 110 avg   |
| Port Ins                             | 0                                  | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0    |     |     |     | 0 total   |
| New Vouchers off Waiting List        | 1                                  | 0   | 1   | 0   | 0   | 0   | 0   | 0   | 5    |     |     |     | 7 total   |

- Shelter Plus Care (SPC) STATS**

|                 | Jan                                | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec | AVG/Total |
|-----------------|------------------------------------|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|-----------|
|                 | <i>Under COVID-19 Restrictions</i> |     |     |     |     |     |     |     |      |     |     |     |           |
| Vouchers Leased | 10                                 | 9   | 9   | 9   | 9   | 9   | 10  | 10  | 0    |     |     |     | 8 avg     |
| Intake          | 0                                  | 0   | 0   | 1   | 0   | 1   | 1   | 0   | 0    |     |     |     | 3 total   |
| Re-Exams        | 0                                  | 0   | 1   | 1   | 0   | 2   | 0   | 0   | 0    |     |     |     | 4 total   |

- VASH STATS**

|                 | Jan                                | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec | AVG/Total |
|-----------------|------------------------------------|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|-----------|
|                 | <i>Under COVID-19 Restrictions</i> |     |     |     |     |     |     |     |      |     |     |     |           |
| Vouchers Filled | 47                                 | 48  | 47  | 50  | 50  | 54  | 54  | 54  | 54   |     |     |     | 51 avg    |
| Processing      | 2                                  | 7   | 2   | 2   | 5   | 2   | 2   | 2   | 2    |     |     |     | 26 total  |
| Intake          | 6                                  | 2   | 3   | 1   | 5   | 2   | 2   | 2   | 2    |     |     |     | 25 total  |

- State Housing Initiative Partnership Program (SHIP) Report**

|                     | Jan      | Feb      | Mar      | Apr      | May     | Jun      | Jul      | Aug      | Sept   | Oct | Nov | Dec | YTD Total |
|---------------------|----------|----------|----------|----------|---------|----------|----------|----------|--------|-----|-----|-----|-----------|
| Emergency Repairs   | 0        | 1        | 1        | 0        | 0       | 0        | 0        | 0        | 0      |     |     |     | 2         |
| Home Rehabilitation | 1        | 2        | 7        | 2        | 0       | 4        | 0        | 2        | 1      |     |     |     | 19        |
| Not-for-Profit      | 2        | 1        | 1        | 1        | 0       | 3        | 1        | 1        | 1      |     |     |     | 11        |
| Home Replacement    | 0        | 1        | 0        | 1        | 0       | 0        | 0        | 0        | 0      |     |     |     | 2         |
| Utility Connection  | 0        | 2        | 0        | 0        | 1       | 0        | 0        | 0        | 0      |     |     |     | 3         |
| Expenditures        | \$29,205 | \$85,473 | \$84,847 | \$75,607 | \$1,314 | \$94,473 | \$11,455 | \$49,985 | 24,249 |     |     |     | \$456,608 |

**OLD BUSINESS (continued)**

- Low Income Home Energy Assistance Program (LIHEAP) LIHEAP STATS**

|                           | Jan     | Feb      | Mar      | Apr      | May      | Jun      | Jul      | Aug       | Sept     | Oct | Nov | Dec | Total     |
|---------------------------|---------|----------|----------|----------|----------|----------|----------|-----------|----------|-----|-----|-----|-----------|
| Funds Expended            | \$3,069 | \$40,917 | \$63,406 | \$39,773 | \$24,019 | \$40,907 | \$71,385 | \$108,990 | \$78,522 |     |     |     | \$470,988 |
| Paid for (includes DUKE)  | 8       | 96       | 136      | 104      | 54       | 94       | 202      | 289       | 235      |     |     |     | 1,218     |
| IVR Appt                  | 80      | 97       | 120      | 82       | 91       | 152      | 182      | 221       | 188      |     |     |     | 1,213     |
| No Show                   | 0       | 0        | 0        | 0        | 1        | 15       | 16       | 37        | 45       |     |     |     | 114       |
| Denials/ Void             | 0       | 0        | 1        | 1        | 0        | 1        | 0        | 0         | 0        |     |     |     | 3         |
| Home Visits               | 0       | 0        | 0        | 0        | 0        | 0        | 0        | 0         | 0        |     |     |     | 0         |
| Weather-ization Referrals | 0       | 0        | 0        | 0        | 0        | 0        | 1        | 3         | 32       |     |     |     | 36        |

|                     | Mar     | Apr      | May      | Jun      | Jul      | Aug      | Sept     | Oct | Nov | Dec | Total     |
|---------------------|---------|----------|----------|----------|----------|----------|----------|-----|-----|-----|-----------|
| DUKE Pilot - Funds  | \$9,651 | \$16,008 | \$12,842 | \$17,163 | \$41,256 | \$53,243 | \$47,083 |     |     |     | \$197,246 |
| DUKE Pilot - Served | 8       | 28       | 25       | 37       | 92       | 93       | 100      |     |     |     | 383       |

|                            | Jan      | Feb     | Mar | Apr   | May      | Jun      | Jul (FINAL) | Funds Expended<br>Grant closed | Total YTD |
|----------------------------|----------|---------|-----|-------|----------|----------|-------------|--------------------------------|-----------|
| LIHEAP CARES               | \$31,411 | \$2,000 | \$0 | \$814 | \$16,391 | \$28,713 | \$7,267     |                                | \$86,596  |
| LIHEAP CARES People Served | 72       | 1       | 0   | 2     | 47       | 94       | 28          |                                | 244       |

|                                                                          |                  |                |                                |
|--------------------------------------------------------------------------|------------------|----------------|--------------------------------|
| LIHEAP Cares<br>Grant Awarded: \$419,292.00<br>Inception date 06/01/2020 | \$409,494.63 TTD | 605 Served TTD | Funds Expended<br>Grant closed |
|--------------------------------------------------------------------------|------------------|----------------|--------------------------------|

- Nitrogen Septic Upgrade (Current) – Chelsea**

Projects Pending 39

Projects in Progress 35

Projects Completed 0

**OLD BUSINESS (continued)****• GENERAL FUND CARES (Total Expenditures)**

|                            | Jan      | Feb       | Mar      | Apr     | May   | June | Funds Expended<br>Grant closed | Total<br>YTD |
|----------------------------|----------|-----------|----------|---------|-------|------|--------------------------------|--------------|
| <b>Rental Assistance</b>   |          |           |          |         |       |      |                                |              |
| Expended                   | \$45,981 | \$102,146 | \$90,162 | \$2,070 | \$900 | \$0  |                                | \$241,259    |
| Clients Served             | 35       | 68        | 47       | 2       | 1     | 0    |                                | 153          |
| <b>Mortgage Assistance</b> |          |           |          |         |       |      |                                |              |
| Households Assisted        | \$1,786  | \$3,975   | \$10,693 | \$0     | \$0   | \$0  |                                | \$16,454     |
| Clients Served             | 2        | 3         | 7        | 0       | 0     | 0    |                                | 12           |

**• GENERAL FUND CARES (TOTAL YTD)**

|                                          |                           |
|------------------------------------------|---------------------------|
| <b>Total GF Funding (admin included)</b> | <b>\$300,000 expended</b> |
|------------------------------------------|---------------------------|

**7) NEW BUSINESS**

- **Review and Approve the Citrus County Triennial SHIP Report for submission to FHC**
  - Recommended Action Item – Review and Approve
- **Review and Approve SHIP Budget**
  - Recommended Action Item – Review and Approve
- **Review and Approve AHAC 2022 Quarterly meeting schedule**  
(special meetings may be scheduled when needed).
  - Recommended Action Item – Review and Approve

**8) OTHER**

- **AHAC Membership Renewals for 2022:** Real Estate Professional, Low Income Advocate, Local Planning Agency Representative, Not-For-Profit Provider of Affordable Housing Representative, Citizen of Local Jurisdiction.
- **Next AHAC meeting** – January 19, 2022

**9) ADJOURNMENT**

- Recommended Action Item: Motion to adjourn.

NOTE: If any person decides to appeal any decision made by the Affordable Housing Advisory Committee with respect to any matter considered at the public meeting or hearing, he or she will need to ensure that a verbatim record of the proceedings is made which record shall include the testimony and evidence upon which the appeal is to be based. Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact Housing Services, 2804 W Marc Knighton Court #12, Lecanto, FL 34461 (352) 527-7520, at least two days before the meeting. If you are hearing or speech impaired, use the TTY telephone (352) 527-5901.