

**Affordable Housing Advisory Committee
Highlands County Board of County Commissioners
Regular Meeting – April 09, 2025
MINUTES**

The Affordable Housing Advisory Committee met at 3:30pm on Wednesday, April 09, 2025, at the Highlands County Large Engineering Training Room. Notice of the meeting was publicly announced on February 11, 2025.

MEMBERS PRESENT: Tod Schwingel, June Bateman, Anthony Cruz, Brittany McGuire, Jimmie Fuller, Bill Stephenson, Stephanie Von Palesky-Bush, Commissioner Kevin Roberts.

MEMBERS ABSENT: Audrey Ascitutto and Matt Griffin.

OTHERS PRESENT: Ingra Gardner, Director of Community Programs, Stacy Smith – Housing Program Manager, Francoise Gonzales – Housing Specialist II, Lucy Castillo, Executive Director Farmworkers FNPH, Kirk Kron, Deputy Director FNPH.

1. CALL TO ORDER

Chairman Tod Schwingel called the meeting to order at 3:30pm and read the meeting announcement sheet into record.

2. ROLL CALL

Roll calls by staff reflected a quorum.

3. APPROVAL OF MINUTES- For the February 19, 2025, meeting.

MOTION: Motion made by Jimmie Fuller and was seconded by Tony Cruz. All members voted aye, and the motion carried.

4. SHIP FINANCIAL ACCOUNTABILITY:

Stacy Smith presented financial information on SHIP Projects 21366, 22366, and 23366, with reports provided to those in attendance. Project 21366 (FY 22.23) - there haven't been any changes since the last AHAC meeting for expenditures, however, there are \$225,000. In the works to be encumbered and/or expended. Project 21366 revenue was a total of \$380,084.89 as of June 30, 2023. Disaster Assistance has \$493,326.00 in funds to be expended. Project 22366 (FY23.24) has \$967,770.90 that needs to be expended. Project 22366 as a total revenue (Project Income) of \$394,588.15 as of June 30, 2024. For new Project 23366 (FY 24.25) State distribution for this project is \$794,441.00. Project 23366 revenue so far is \$223,053.52.

Motion: No motion was made.

5. OLD BUSINESS

- a. Multi-Family Housing update
 - i. **Avon Park Apartments (80 units)** – Walk through scheduled for 5/1/2025. The committee members as well as the Board of Commissioners were invited to do an on-site walk through.

6. NEW BUSINESS

- a. **SHIP 2025-2028 LHAP**- The Committee was informed that the LHAP is now at the stage of final approval and is under conditional review by the FHFC.
- b. **SHIP Annual Report**- Stacy Smith, Program Manager, informed the committee that the annual report has been submitted, received and approved by FHC.
- c. **Rental Assistance**- The committee was informed of the indefinite closure of the Rental Assistance program. Discussion ensued on the need for rental assistance program in Highlands County. The Community Programs Director informed the committee that the Continuum of Care Agency (Heartland Coalition for the Homeless) receives federal funding (Housing and Urban Development) to provide rental assistance programs. The Executive Director of that organization will be in attendance at the next committee meeting.
- d. **Extension of SHIP FY 22/23 Disaster Fund**- Stacy Smith, Program Manager, informed the committee that she requested an extension on the due date for Disaster Assistance. The extension was approved and the new close-out date for disaster assistance is 12/30/2025.
- e. **SHIP FY 2022/2023 Compliance Monitoring**- Stacy Smith, Program Manager, informed the committee that on 3/26/2025 the Housing Division provided all the files requested for the State compliance monitoring. We are awaiting the results.
- f. **Manufactured Homes**- The committee members were sent a manufactured home webinar to provide some insight into mobile home not being eligible for assistance.
- g. **Bi-Monthly AHAC Meetings**- The committee discussed and agreed to go to bimonthly meetings rather than monthly meetings.

Motion: No Motion was made.

8. NEXT MEETING DATE

Next meeting scheduled: June 18, 2025, at 3:30pm

9. ADJOURNMENT

Chairman adjourned the meeting at 4:45pm.

Respectfully Submitted,

Francoise Gonzales, Housing Specialist 2