

From: [Robert Dearduff](#)
To: [Velvet Burris](#)
Cc: [Veda Ramirez](#); [Michael Chaney](#); [Tamara West](#)
Subject: RE: FY 21/22 Expenditure/Annual Report Extension
Date: Tuesday, April 30, 2024 11:23:29 AM
Attachments: [image001.png](#)

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The encumbrance deadline is not subject to extension. Not sure we can be comfortable with the March 2025 deadline.

From: Velvet Burris <vburris@co.hernando.fl.us>
Sent: Tuesday, April 30, 2024 11:18 AM
To: Robert Dearduff <Robert.Dearduff@floridahousing.org>
Cc: Veda Ramirez <VRamirez@co.hernando.fl.us>; Michael Chaney <chaney@flhousing.org>; Tamara West <west@flhousing.org>
Subject: Re: FY 21/22 Expenditure/Annual Report Extension

Hello,

We are expecting the allocation for FY21/22 to be fully encumbered by 8/30/24; however to fully expend the FY21/22 allocation and program income we are looking at December 2024 - March 2025 to complete.

Thank you,



Velvet Burris

Housing Coordinator

Housing and Supportive Services

Hernando County Board of County Commissioners

621 West Jefferson Street, Brooksville, FL 34601

Phone: (352) 540-4338

Fax: (352) 540-4339

Email: vburris@hernandocounty.us

From: Robert Dearduff <Robert.Dearduff@floridahousing.org>
Sent: Tuesday, April 30, 2024 10:43 AM
To: Velvet Burris <vburris@co.hernando.fl.us>
Cc: Veda Ramirez <VRamirez@co.hernando.fl.us>; Michael Chaney <chaney@flhousing.org>;
Tamara West <west@flhousing.org>
Subject: RE: FY 21/22 Expenditure/Annual Report Extension

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Ok. So what is the specific extension request for FY 21-22?

From: Velvet Burris <vburris@co.hernando.fl.us>
Sent: Tuesday, April 30, 2024 8:52 AM
To: Robert Dearduff <Robert.Dearduff@floridahousing.org>
Cc: Veda Ramirez <VRamirez@co.hernando.fl.us>; Michael Chaney <chaney@flhousing.org>;
Tamara West <west@flhousing.org>
Subject: Re: FY 21/22 Expenditure/Annual Report Extension

Mimecast Attachment Protection has deemed this file to be safe, but always exercise caution when opening files.

Good morning Rob,
Could you please see attached detailed timeline for the expenditure extension request.
Thank you,



Velvet Burris

Housing Coordinator

Housing and Supportive Services

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Email: vburris@hernandocounty.us

From: Velvet Burris <vburris@co.hernando.fl.us>
Sent: Thursday, April 11, 2024 2:03 PM
To: Robert Dearduff <Robert.Dearduff@floridahousing.org>
Cc: Veda Ramirez <VRamirez@co.hernando.fl.us>; Michael Chaney <chaney@flhousing.org>;
Tamara West <west@flhousing.org>
Subject: Re: FY 21/22 Expenditure/Annual Report Extension

Hi Rob,

We will reach out to procurement on their timeline for the rehab specialist contract and will be back in touch with a detailed timeline for you for the remaining activities.

Thank you!



Velvet Burris

Housing Coordinator

Housing and Supportive Services

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Email: vburris@hernandocounty.us

From: Robert Dearduff <Robert.Dearduff@floridahousing.org>
Sent: Thursday, April 11, 2024 10:25 AM
To: Velvet Burris <vburris@co.hernando.fl.us>
Cc: Veda Ramirez <VRamirez@co.hernando.fl.us>; Michael Chaney <chaney@flhousing.org>;
Tamara West <west@flhousing.org>
Subject: RE: FY 21/22 Expenditure/Annual Report Extension

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We need to know the timeline for accomplishing each of the tasks listed.

From: Velvet Burris <yburris@co.hernando.fl.us>
Sent: Wednesday, April 10, 2024 4:07 PM
To: Robert Dearduff <Robert.Dearduff@floridahousing.org>
Cc: Veda Ramirez <VRamirez@co.hernando.fl.us>; Michael Chaney <chaney@flhousing.org>; Tamara West <west@flhousing.org>
Subject: FY 21/22 Expenditure/Annual Report Extension

Good Afternoon Rob,

Hernando County Housing and Supportive Services (HSS) has amended the agreement with Hernando County Housing Authority, effective April 1, 2024. HSS will be implementing the emergency repair, housing rehab, nonprofit construction, multi-family affordable housing, special needs housing, disaster strategies along with taking over the administration of the SHIP program, the Housing Authority will still be providing DPA services as well. Applications, rehab policies & procedures, contract documents, and etc. are all prepared and waiting on legal approval for the rehab strategies. Hernando County Housing Authority has provided tracking sheets for the 19/20, 20/21 and 21/22 fiscal years. Upon review of the tracking sheets provided, it appears expended funds for VLI remains below 30% and the remaining amount of 21/22 allocated funds required to be encumbered is approximately \$550,000. We are currently working with the Hernando County's fiscal department to reconcile tracking sheets and expenditures but are a little delayed because as of March 29th we experienced a network interruption within Hernando County (see link below for detail), so our numbers are only estimates. We hope this is resolved this week so that we may complete the reconciliation of numbers, but it is looking more like next week before we can complete the reconciliation.

The plan for expending the 20/21 and fully encumbering the 21/22 funds in order to submit the closeout report is as follows:

- Make technical revision on the 20-23 and the 23-26 LHAP that will include a 3% project delivery fee for a rehab specialist to inspect, draft work write ups, manage bid process through construction rehab completion, increase dpa maximum award, allow for less years in loan terms with a prorated forgiveness on

rehab loans, allow for SHIP eligible heirs to assume SHIP loan, allow for manufactured home repair. Once discussed with the AHAC at our regular meeting this week, will be providing to you for your review.

- Working with procurement for a streamlined, expedited process for homeowner rehab program and adding the additional contract/work order for the existing CDBG rehab specialist. We want this process to be ironed out prior to moving to the existing applications for housing rehab so there are no additional delays to the homeowners that have already applied and were awarded in late 2022.
- The Housing Authority provided 8 housing rehab applications that will need to be updated/re-income certified. Inspections and scope of work write ups with ITB docs have already been completed. The completion of two of the eight will allow the County to meet the VLI set aside requirement and close the gap needed for the 21/22 allocation expenditure requirement.
- There are an additional 13 housing rehab applications that will need to be updated and income certified that will look to complete the allocation expenditure requirement and help to expend the program income received.
- Once eligibility determinations are underway for the existing applicants; we will be advertising for new applicants for housing rehab and anticipate a large response due to the need here within the County.
- The Housing Authority is also still working on DPA closings.
- Technical assistance is being provided by Tamara and Michael; we also have a site visit scheduled on 4/29 with Michael.
- We also anticipate working with the Citrus County Habitat for Humanity chapter once they receive the required approval to work in Hernando County for future projects.

It is our understanding that the Housing Authority (Ms. Beverly) has requested and received an extension for the FY 20/21 expenditures until December 2024 to expend FY 20/21 and submit the close out report. HSS would like to request an extension of the 6/30/2024 expenditure requirement/annual report for the FY 21/22 allocation and program income funding as well at this time. Due to the amount of program income received for FY 21/22 I believe it will take a bit longer to fully expend 21/22 for close out

while also encumbering 22/23.

<https://www.hernandocounty.us/departments/departments-a-e/emergency-management/countywide-it-network-interruption>

Thank you for your consideration,



Velvet Burris

Housing Coordinator

Housing and Supportive Services

Hernando County Board of County Commissioners

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