

**Hernando County  
Affordable Housing Advisory Committee  
20 North Main Street, Rm 160  
Brooksville, FL 34601**

**Meeting Date:** April 10, 2025

**Members Present:** Richard Sanvenero, Jerry Campbell, Daniel Ernest, II, Paul Passarelli, Beth Powanda, and Charles Wilson.

**Members Absent:** Joseph Pastore and Kelly Long

**Staff/Guest(s) Present:** Veda Ramirez, Velvet Burris, and Barbara Gardner

**Call to Order:** Mr. Sanvenero called the meeting to order at 10:00 am.

**Roll Call:** As evidenced by the sign in sheet and the verbal roll call, a quorum was met with six (6) members present.

**Public Comment:** None.

**Approval of Minutes:** Mr. Sanvenero requested approval of the minutes for both the February and March 2025 meetings. Mr. Passarelli moved to approve, and Mr. Wilson seconded the motion. The motion carried.

**Old Business:** Ms. Ramirez advised that we were still seeking to fill open and upcoming seats for the committee. Stated that those with upcoming terminating terms will receive a letter from the county. If a committee member would like to continue in their role, they will need to submit a new application. All the applications will be presented to the BOCC for consideration.

At the last meeting, Mr. Ernest asked why repaired sinkholes are not included to be funded through SHIP Down Payment Assistance. Ms. Ramirez clarified this is Pasco County's policy. Hernando County's policy does include repaired sinkholes; however, reasonable catastrophic insurance must be obtained along with information about the repairs being completed. Also reach out engineers within the County about repaired sinkholes and those strongly suggested they include an engineering inspection prior to approving the home for purchase.

Mr. Sanvenero commented on the permit fees required for repairs/rebuilds for damage sustained during the hurricanes. Mr. Campbell responded that permit fees cannot be waived without reimbursing the building department. Advised that waiving permitting fees was considered but concluded the rest of the county should not have to pay permit fees for other residents.

Ms. Ramirez advised extensive research was completed, along with a training webinar, on allowing manufactured homes in the Down Payment Assistance (DPA) program. Included in the packet is information from the Florida Manufactured Housing Association defining each type of factory-built home. Ms. Ramirez stated that the SHIP eligibility requirements are basically that manufactured homes must be built after mid-1994 and on 20% of the county's allocation can be spent on the manufactured homes. Ms Ramirez directed the committee to the handout that listed counties that allowed use of downpayment assistance for purchasing of a manufactured home and those that do not. Mentioned that in our review most counties in our surrounding area and elsewhere do not allow that practice and those that do have more stringent guidelines than Florida Housing Finance Corporation. Provided the group with

some of the requirements of other counties. Mr. Ernest asked if the recommendations mentioned are included in the procedures. Ms. Ramirez stated we do not have procedures because our LHAP does not allow use of downpayment assistance on manufactured homes, but other counties do. Mr Ernest requested to review guidelines before we add use of downpayment assistance for manufactured homes to our policies. Ms Ramirez advised that it has not been determined that we were going to change our LHAP to allow use of down payment assistance on manufactured homes and to revise the policy we would need approval of the BOCC. Mr. Ernest asked about the proper way to bring an item before the BOCC. Mr. Campbell advised a recommendation from the committee to direct staff to bring before the commission.

Mr. Ernest moved that the recommendation of the Affordable Housing Committee to move forward with research of procedures to include manufactured homes in the Down Payment Assistance program be brought before the BOCC. Mr. Passarelli seconded the motion. The motion carried with an in-favor vote of 6-0.

Ms. Ramirez updated the committee on the Inclusionary Housing Incentive, which is still being reviewed by the Planning department. Once complete, Ms. Ramirez will bring the Incentive Strategy before the committee and the BOCC so we can increase affordable housing within the county.

**New Business:** Ms. Burris reviewed the State Housing Initiative Partnership Update.

1) Down Payment Assistance <ul style="list-style-type: none"><li>• 4 homes closed in March</li></ul>	4) Disaster Strategy <ul style="list-style-type: none"><li>• 3 households assisted to date with repairs</li><li>• Working with 4 additional households on repairs</li></ul>
2) Emergency Repair <ul style="list-style-type: none"><li>• 27 completed emergency repairs</li><li>• 8 emergency repairs underway</li><li>• 6 pending bids</li><li>• 15 approved applications pending property inspection</li></ul>	5) Accepting applications for all SHIP strategies
3) Owner Occupied Rehab <ul style="list-style-type: none"><li>• 9 projects completed</li><li>• 12 projects underway</li><li>• 9 pending bids</li><li>• 15 approved applications pending property inspection</li></ul>	6) 22/23 Update <ul style="list-style-type: none"><li>• \$128,050.30 expended</li><li>• \$3,167,000 encumbered</li><li>• Fully encumbered</li></ul>

Ms. Ramirez advised we received written notification the Hernando County Housing Authority will no longer perform Down Payment Assistance Program under the State Housing Initiative Partnership program. Information was provided to our County Attorney's Office to update policies and ordinances as needed. The last day for the Housing Authority DPA participation is April 24, 2025. Ms. Beverly began advising callers of the same once written notice was provided.

**Informational:** Ms. Ramirez advised the committee about additional funding to help with rehabilitation through the Small Cities Community Development Block Grant. Relayed that Hernando County applied through the state for CDBG Housing Rehabilitation Grant, and it was awarded in 2024. Authorization from the State to use funds was granted February 2025 and we will be holding an orientation April 24, 2025, 5:30-6:30pm for individuals that need rehab on their home.

There being no further questions, comments or open discussion, Mr. Sanvenero requested a motion to adjourn. Mr. Wilson moved to adjourn, and Mr. Passarelli seconded the motion. The motion carried.

The meeting adjourned at 10:43am.