



Legislation Text

File #: 15-5131, **Version:** 1

TO: Mayor and Commission

AGENDA DATE: 4/5/2021

FROM: John A. Peters, III, PE, Acting City Manager **AGENDA ITEM:** 11 - B

SUBJECT:

Consent Agenda - Request for approval of an agreement with Florida Housing Coalition to provide professional services related to developing the Affordable Housing Advisory Committee (AHAC) Report - Ron A. Paradise, Planning and Development Services Director (386) 878-8610

Strategic Goal: Fiscal Issues - administer grants

LOCATION:

Citywide

BACKGROUND:

The City of Deltona is considered an 'entitlement community' by the Florida Housing Finance Corporation and is a regular recipient of State Housing Initiative Program (SHIP) funds. This funding is awarded based on certain criteria one of which is the timely submission of an Affordable Housing Advisory Committee (AHAC) report analyzing potential impediments to affordable housing within the City of Deltona. In the past, every three years this report has been completed by staff working with the AHAC. However, as a result of changes to State law, the impediments report is now a yearly requirement for entitlement communities. Failure to provide the report will jeopardize SHIP funding.

In order to better allocate City staff resources devoted to managing CDBG, administering various housing programs, and allocating COVID-19 related funds staff is requesting the City enter into an agreement with the Florida Housing Coalition to help develop the AHAC report. The cost for Florida Housing Coalition services is \$4,500.00.

A quote for the cost to generate the report is attached, along with a proposal of services that will be provided. Adequate budgeting exist to accommodate this proposal.

Although a purchase of this amount is well below the \$25,000 threshold and Commission review is not required based upon the purchasing policy in place at this time, it is the desire of Staff to keep the Commission appraised of the City's programs and efforts geared towards compliance with State and Federal rules and regulations.

The Acting City Manager has the authority to make corrections of scrivener's errors and the like.

COST:

\$4,500.00

SOURCE OF FUNDS:

Planning and Development Services, Professional Services

ORIGINATING DEPARTMENT:

Planning and Development Services

STAFF RECOMMENDATION PRESENTED BY:

Ron A. Paradise, Planning and Development Services Director Staff recommends the City Commission, approve the agreement with Florida Housing Coalition to provide \$4,500.00 professional services related to the development of the City of Deltona's Affordable Housing Advisory Committee (AHAC) impediments to affordable housing report.

POTENTIAL MOTION:

"I hereby move to approve the agreement with Florida Housing Coalition to provide \$4,500.00 professional services related to the development of the City of Deltona's Affordable Housing Advisory Committee (AHAC) impediments to affordable housing report. The Acting City Manager has the authority to make corrections of scrivener's errors and the like."