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**JHCDC**  
Jacksonville Housing and Community  
Development Commission  
**ANNUAL REPORT**  
May 2018 – April 2019

June 26, 2019

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The Jacksonville Housing and Community Development Commission, JHCDC, has been highly effective during this report period. The high quality of all the outcomes completed within prescribed timeframes by this Commission, with strong and sound staff support, is evidence of its ongoing effectiveness. This report highlights some of the major accomplishments and observations of JHCDC.

This Commission is scheduled to meet the fourth Wednesday of each month. It consists of 11 members, 5 appointed by the City Council and 6 by the Mayor. 9 Board meetings were held as scheduled. The November 2019 and December 2019 Board Meetings were consolidated to one meeting that was held on December 12, 2018. In addition, there was a half day Board Retreat held in lieu of the scheduled June 2018 meeting. A quorum of members was present for 9 of 10 meetings. The cumulative member attendance rate for the meetings is 65% with an absentee rate of 35%, 52% of the absences were excused.

As of April 2019 there is one vacant seat on the Commission, a City Council appointee. The position was vacated by Tracy Grant, representing the low-income advocate sector.

During this report period the Commission addressed several major matters. A few of these items are listed below.

- 2019-2020 Universal Application – The Commission approved Universal Application award recommendations that were submitted and approved by City Council. 35 applicants were reviewed, rated and ranked through the Universal Application process and 32 were awarded a total of \$11.7 million. . CDBG, ESG and HOPWA applicants were reviewed and rated by the Review Committee. SHIP funds will be allocated to internal programs. HOME funds are appropriated to the Revolving Loan Fund and a NOFA (Notice of Funding Availability) will go out to non- and for- profit developers. City of Jacksonville public service programs and infrastructure projects were funded with an additional \$5.2 million of funding. Total funding through the Universal Application cycle totals \$17.5 million for FY 2019-2020.



- A half day board retreat was held in June 2018 so that the board Commissioners could better understand the UA scoring system, the board was provided applications & supporting documents to review in advance of the meeting. At the meeting each Commissioner scored multiple applications. The Commissioners scores were compared against the actual scores given. This provided a great deal of insight as to how the process works.
- New Chief for Housing Community Development Division - Thomas Daly - Mr. Daly started his career in the Community Development area as an undergraduate and at the Indiana Finance Authority, state entity that receives HUD money as well as manages the bond program. He has worked for a firm that advises state and local entities, housing banker, went to law school, practiced law, worked with the Downtown Investment Authority and now jumped back into the affordable housing scene.
- There was a multi-year Substantial Amendment to the Consolidated Plan filed with HUD in December 2018. The Consolidated Plan is a planning document which identifies housing, homeless, and community development needs and resources, outlines goals and strategies to provide for those needs and identifies the use of federal funds which will contribute to those goals. The 2018-2020 Consolidated Plan was Substantially Amended from the 2016-2020 Consolidated Plan to improve data analysis of the Plan and better incorporate citizen participation and stakeholder input. Based on the updated analysis and citizen participation, the Strategic Plan Priority Needs and Goals have been revised.

In an effort to continue educating and informing our Commission on the needs of the community and how are funds being utilized, a series of presentations from various funded agencies were presented.

- *July, 2018 - Laura Stagner - The Jacksonville Housing Finance Authority (JHFA)* - JHFA is a legally separate entity from the City of Jacksonville but part of the consolidated government. This independence shields the City from any liability that may arise through the issue of a mortgage revenue bond. Everything the JHFA does is based on the Tax Reform Act of 1986. The tax credits are administered by the Internal Revenue Service through the Florida Housing Finance Corporation. JHFA is a public purpose lending institution which does affordable rental housing and affordable homeownership. The entity generates its



own revenues from prior bond issues or loans and receives no support from the City of Jacksonville through general funds. The JHFA issues loans designed to create affordable housing and does not customarily issue grants in its furtherance of affordable housing. The rental projects the entity finances are large scale, 100 units or more. Duval County receives annually approximately \$40M in bond allocation from the Division of Bond Finance.

- *September, 2018 – Mary Kay O'Rourke - Habitat for Humanity of Jacksonville* - locally known as HabiJax, has provided 2,300 homeownerships in the past 30 years. Locally established in March 19, 1988, they are one of the largest of the 13 affiliates in the USA. They have many partners, private, non-profit and public and the City of Jacksonville is one of them. HabiJax is mainly a homeownership program which sells affordable homes to people between 35% and 80% of the area medium income. The potential homeowners have to qualify for a mortgage and have the income to pay back the loan. They have to have a need, live in substandard housing, paying more than 40% of their income on the rental or live in subsidized housing. There also has to be a willingness to partner with between 200 to 300 hours of sweat equity building homes, take financial workshops and volunteer in the store or office. Most of the homeowners are 1<sup>st</sup> generation homeowners and received home buyer/homeowner education and other pertinent educational counseling and support.
- *October, 2018 – Debbie Jones - Beaches Habitat* - Beaches Habitat is a complicated business as it does developing, fundraising, nonprofit, mortgage holding and homeowner association management among other things. In Eastern Duval County, Habitat has served almost 400 families. The largest community is Ocean Gate with 70 units and adjacent to this property is the next largest, a 32 home subdivision, which has received funding from the City of Jacksonville. Habitat is simultaneously doing infrastructure work from the funding received from the City on the subdivision called Haywood Estates II. The first foundation should start in November for a total of six duplexes / 12 units.
- *Nov/Dec, 2018– Michele Tucker - Salvation Army* - services NE Florida / Duval County and the surrounding Counties (St. Johns, Putnam, Baker, and Nassau). The building houses up to 155 residences in the transitional stage working towards permanent housing and has the capability of housing up to 45 family members. There are currently 14 veterans housed and given the nature of their PTSD there are specific rooms earmarked for them. In 2018 Salvation Army provided 51,856 nights of shelter with the addition of three meals a day. The agency also offers case management, mental health counseling, financial literacy, rapid rehousing, utility assistance, advocacy and emergency financial assistance; a result of the ESG grant. It has one of the largest food pantries in the City which opens Monday through Friday servicing walk-ins or by appointment.
- *January, 2019 - Shannon Nazworth - Ability Housing* - Jacksonville based non-profit, currently owns four multi-family communities and 29 single family homes providing housing to 298 households. There is an 80-unit property under construction on the west side and the organization is looking at developing a 22-



unit property in conjunction with another non-profit. The City has assisted with the single-family homes which target primarily persons with developmental disabilities but also help other disabilities. The multifamily homes provide a combination of general affordable housing for working families and individuals, housing for formally homeless households and permanent supportive housing for households with long term homelessness and disabilities. Last year the agency provided permanent supportive housing to 200 households thru a combination of the units owned and several grants through HUD's Continuum of Care. The agency was able to rent 120 units adding to the stock available for formerly homeless households in the community.

- *February, 2019 - Beth Mixson, Family Promise* - Family Promise of Jacksonville is the smallest of the four agencies serving families experiencing homelessness in Jacksonville. This is the first year the organization is receiving funds through the CDBG program. Family Promise's unique model provides intensive case management and Churches provide the shelter and food. This allows them to serve families in all the variations they come; from single moms or single fathers with young or older children, two parent families or grandparents raising grandchildren. They focus on five areas: affordable housing, gainful employment, improved financial literacy, school and child care and personal needs.
- *April, 2019 - Martha Cox – Episcopal Children's Services* - Episcopal Children's Services is receiving CDBG funding. In Duval County 27% of children under five are living in households earning below the federal poverty line which affects more than one in four children. Children's progress is measured across six different learning domains with nationally established age appropriate benchmarks for what they should be doing by certain ages. At Episcopal Children's Services Children Head Start program not only are they provided with the education, they are provided two full meals and a snack every day. By providing these services, at no financial cost to parents, they can work, attend job training or return to school. The agency also asks parents to contribute by volunteering their time and this time is used as match for Federal Funds at approximately \$15K a month.

JHCDC is working well. Commissioners improvement in the community activities and programming related to this work should be increased. The Division makes an open invitation to the Commission to attend various events. The Division distributes pertinent information on a timely basis keeping the Commissioners abreast of the activities and status of the Division and pertinent City activity.

In conclusion, the strong working relationship that exists between the Commission, the Division, and our partners makes this a very efficient and effective Commission. As new Commissioners are added, the positive values such as continual process improvement must be embraced to not impede the great work and movement that has been realized.



**ATTACHMENTS:**

2018-19 JHCDC Commissioner Chart – Listing of Commissioners with appointment and term information

2018-19 JHCDC Commissioner Attendance Chart – Attendance records May 2018-April 2019



HOUSING AND COMMUNITY DEVELOPMENT DIVISION  
JACKSONVILLE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION (JHCDC)

	Name	# of Terms	Term Ends	Status - REPLACES	Race	Sex	Notes
1	Lauren Parsons Langham	1 of 2	11/30/2020	Brad King	W	F	Appointed by City Council. This position is a Duval resident Jan-18 12/19/2017
2	Donald M. Adkison	1 of 2	11/30/2019	Nicole Padgett	W	M	Appointed by Mayor. This position is a local planning representative Jun-17 6/16/2017
3	Sharol P. Noblejas	1 of 2	11/30/2019	Philip Mobley	A	F	Appointed by City Council. This position is a Duval County resident Jan-18 12/19/2017
4	David Wakefield <b>CHAIR</b>	2 of 2	11/30/2020	David Albert	W	M	Appointed by Mayor. Position is a representative of the banking industry  Feb-15 3/9/2015
5	Raul E. Arias. Jr. <b>VICE CHAIR</b>	1 of 2	11/30/2018	Leonard Curry	H	M	Appointed by Mayor. This position is an employer representative  Aug-15 9/10/2015
6	Teresa Durand-Stuebben	1 of 2	11/30/2018	Dr. Mel C Norwood II	W	F	Appointed by Mayor. This position is a Duval County resident Jan-17 12/15/2016
7	Curtis L. Hart	2 of 2	11/30/2020	Scott Witt	W	M	Appointed by Mayor. This position is for a for-profit affordable housing provider/developer Mar-16 2/24/2016

HOUSING AND COMMUNITY DEVELOPMENT DIVISION  
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	Name	# of Terms	Term Ends	Status - REPLACES	Race	Sex	Notes
8	VACANT	1 of 2	11/30/2019	Tracy Grant			Appointed by City Council. This position is a low income advocate
9	Diana Galavis	1 of 2	11/30/2020	Ramonda Fields	W	F	Appointed by City Council. This position is a real estate professional  Oct-17 10/16/2017
10	Thomas B. Waters	1 of 2	11/30/2022	April Smith	A	M	Appointed by the City Council. This position is an essential services personnel.  Feb-19 2/26/2019
11	Charles B. Garrison	1 of 2	11/30/2019	Ajani Dunn	W	M	Appointed by Mayor. This position is a representative of the banking industry  Feb-18 2/27/2018

Green = City Council Appointment

Blue = Mayoral Appointment

# Jacksonville Housing and Community Development Commission

## Board Meeting Attendance

May 2018-April 2019

### 2018

	23-May	RETREAT 6/27/2018	25-Jul	22-Aug	26-Sep	24-Oct	Nov/Dec 12/12/2018	
Adkison	Unexcused	Unexcused	Unexcused		Unexcused	Unexcused	Unexcused	
Arias-VICE CHAIR	Present	Present	Present		Excused	Present	Present	
Durand-Stuebben	Present	Unexcused	Unexcused		Present	Unexcused	Present	
Galavis	Present	Present	Excused		Present	Excused	Present	
Garrison	Present	Present	Excused		Present	Present	Excused	
Grant	Present	Unexcused	Present		Unexcused	Present		Resigned 12/11/18
Hart	Excused	Excused	Unexcused		Present	Present	Excused	
Langham	Present	Present	Present		Present	Present	Present	
Noblejas	Present	Present	Present		Present	Excused	Present	
Smith	Excused	Excused	Present					Resigned 7/31/18
Wakefield-CHAIR	Present	Excused	Present		Present	Present	Present	

### 2019

	23-Jan	27-Feb	27-Mar	24-Apr	
Adkison	Unexcused	Unexcused	Unexcused	Unexcused	(Mayoral Appointee)
Arias-VICE CHAIR	Present	Present	Present	Present	
Durand-Stuebben	Excused	Present	Present	Present	
Galavis	Excused	Present	Present	Excused	
Garrison	Present	Present	Present	Present	
Hart	Unexcused	Present	Present	Present	
Langham	Present	Present	Present	Present	
Noblejas	Excused	Excused	Present	Excused	
Wakefield-CHAIR	Excused	Present	Present	Present	
Waters		Present	Present	Present	Appt. 2/19
VACANT (City Council Appointee)					

 No meeting