



**NEIGHBORHOODS DEPARTMENT  
HOUSING AND COMMUNITY DEVELOPMENT DIVISION**

**JACKSONVILLE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION  
MEETING MINUTES**

**Wednesday, January 23, 2019**

**9:30 am**

Proceedings before the Jacksonville Housing and Community Development Commission taken on

Wednesday, January 23, 2019

Ed Ball Building, 8<sup>th</sup> Floor, Jacksonville, FL 32202

Jacksonville, Duval County, Florida, commencing at approximately 9:30 a.m.

**Commissioners**

David Wakefield, Chair - EXCUSED

Raul Arias, Vice Chair

Marshall Adkison, Commissioner - UNEXCUSED

Teresa Durand-Stuebben, Commissioner - EXCUSED

Diana Galavis, Commissioner - EXCUSED

Charles Garrison, Commissioner

Curtis Hart, Commissioner - UNEXCUSED

Sharol Noblejas, Commissioner - EXCUSED

Lauren Parsons Langham, Commissioner

**City of Jacksonville Staff:**

Dr. Johnny Gaffney

Sandra Stockwell, OGC

Stephanie Burch Esq., Neighborhoods Director

Barbara Florio, Board Liaison

Julie Ann Rivera, Board Administrative Support

**City Council:**

Council Member Garrett Dennis, Absent

**Guests Present:**

Michelle Tappouni, Ability Housing

Deidra Simon, The ILRC

José Morales, The ILRC

Shannon Nazworth, Ability Housing

Angela Leatherbury, HabiJax

**Staff:**

Tina Beals

Shanee Ealey

Kamisha Gross

Travis Jeffrey

Kenny Logsdon

Rick Reynolds

Eleanor Sweet

Sarah Bohentin

Rob Gillrup

Susan Harnage

Chynequa King

Riesa Lowery

Errol Schell

William Wilson

Jane Bouda

Sonya Graves

Carolyn Herring

Loretta Lee

Carla Ray

Laura Stagner



## **NEIGHBORHOODS DEPARTMENT HOUSING AND COMMUNITY DEVELOPMENT DIVISION**

### **JACKSONVILLE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION MEETING MINUTES**

#### **Call Meeting to Order, Welcome and Introductions**

Vice Chair Raul Arias called meeting to order at 9:30am; no quorum present.

#### **Approval of Minutes for December 12, 2018**

Due to lack of quorum minutes cannot be considered

#### **I. Public Comments**

No public comment cards.

#### **II. Presentation - Shannon Nazworth, President & CEO, Ability Housing, Inc.**

**Exhibits which are attached hereto and by this reference made a part hereof:**

- Presenting the Solution That Saves - Two Year Evaluation Report
- Report to the Community – Building Strong Communities

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.

Ability Housing was the lead on a Florida Housing State pilot in Jacksonville/Duval County with Miami-Dade and Pinellas Counties also participating. The three areas were given resources to build housing and Ability Housing built a 43-unit property on the Westside. In return, they were to conduct a Florida specific analysis of the benefits of providing permanent supportive housing to high crisis households. A total of 90 households entered the pilot with 43 moving into the Westside property and the rest to other sites. Florida Housing approved the methodology, evaluation team and selection criteria. Ability Housing worked with hospitals, Sheriff's office and other service providers to identify who was cycling the most through the systems. Their move in date is considered the anniversary date.

Homelessness also impacts children, their education, future employability, health and stability. The lack of affordable housing has ripple effects thru the criminal, healthcare and educational systems – the three most expensive systems. If more resources provide affordable housing more families in need can be helped. Jacksonville has seen an increase in the number of homeless and unstable housed children in the public schools. For the 2017 school year teachers identified over 2,200 children, who at one point in the year were homeless, couch surfing or living in a motel. In 2018 the number jumped to 3,349 children. Shelters are also seeing an increase; they are overflowing with homeless people.



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The Federal Reserve Bank did an analysis in Jacksonville and for the very low-income household market there is a deficit of over 40,000 units. Data and studies have determined you move first the person into housing, then provide them the wraparound support services. They will be more successful, and it will cost much less than having them go through all the steps to get housing.

Commissioner Parsons Langham inquired as to the next steps with the Federal Reserve study?

Ability Housing is working with Florida Housing Finance Corp to ensure the new State leadership, legislators, governor and Administration are aware of the study. Miami started leasing last year and have not hit the first-year anniversary and Pinellas leased later in the year. Jacksonville is the only one with the two-year data.

Commissioner Garrison asked if there was a difference in success from single family versus multi-family environment?

Ability Housing does the scattered site to provide as much choice as possible. Some people don't want to live in a community with individuals with the same issues while others do. On a property management and operations stand point of view the single-family environment is scattered sites are much; it takes hours to drive by each property.

Commissioner Garrison questioned if for the larger multifamily sites does Ability Housing have a service provider on site?

Yes, Ability Housing contracts with other providers and has control over the scope and quality of services. The agency has been working with IM Sulzbacher for several years on this. There are onsite case managers. The agency has paid for several of the residents, including pilot participants, to get certified as peer support specialists by the State. This position is somebody with similar-like experiences that can help individuals set their goals and interact with the case manager.

Commissioner Garrison inquired as to how Ability Housing was able to acquire and use Sadowski funds for this project?

Specifically, this project, was funded by the Affordable Housing Trust Fund with City, State, Federal and private resources also used. During the crash, when they were sweeping every year the Sadowski funds, Ability Housing was able to convince the Senate to put in a budget "Sadowski". There is always a budget projection where they budget how much is supposed to go into the Sadowski. Ability asked the Senate if there was more money put into the trust fund, then the first ten million of the excess will fund Florida Housing. They came in \$10M+ over budget projection.

Commissioner Garrison asked roughly, per year, how much money goes into this fund?

An estimated \$300M can be swept; we don't know for this year.

Commissioner Garrison inquired as to the type of questions used in the point in time survey.

The point in time survey is a voluntary questionnaire; people can choose to answer all, none or some. The questions include demographics, whether they are a veteran (the VA has a lot of resources to help them), disability status, type of income, how long they have been homeless, the amount of times they have been homeless, foster care, have they ever been arrested.



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Commissioner Garrison asked if there is some type of prevention fund or tap in to help the families of Duval County students make the mortgage / rent payment. Would it not cost less to up-front the services?

Yes, if you can prevent homelessness it is always less expensive. Once they become homeless and the more they stay, the more expensive and harder it becomes to exit. At some point in time they may interact with the police and ruin their future employment record. In general terms, in about 20% of the homelessness spectrum you can solve the short-term economic situation with a very light economic touch like utility assistance, months' rent, or security deposit. The other end of the spectrum is the chronically homeless; people with disabilities, significant barriers, homeless for a long time. Those are the individuals that permanent supportive housing is usually the best resource for. The middle of the spectrum is much of the homeless individuals. Rapid Rehousing has not been thoroughly researched but is showing excellent results. Housing first, then the wrap around support services and afterwards try to address the employability and income issue so they may maintain the housing.

Vice Chair Arias inquired about the increase in homeless children. What were the years studied?

The Department of Education has a different definition of what homeless is. They don't mean only literally homeless it can also mean doubled up and HUD does not include this as part of their homeless definition. The Public Schools /Districts do a count every year on how many kids, at any given point in the year, were identified as homeless or unstable. In 2016-2017 Duval County schools identified 2,256 students and in 2017-2018 a total of 3,349.

Vice Chair Arias indicated he would like to see the next report and if there is an increase with the numbers.

The study has been done for the past ten years. Probably the last five years is the most reliable data because of the education and training received by Teachers on how to engage people and identify homelessness.

### III. **Division Report** - Stephanie Burch, Esq., Neighborhoods Director **Exhibits which are attached hereto and by this reference made a part hereof:**

- NCDA Sponsorship Opportunity Package
- 2017 Consolidated Annual Performance and Evaluation Report (CAPER)

The City of Jacksonville will be hosting the 50<sup>th</sup> Anniversary National Community Development Association (NCDA) annual conference the week of June 18<sup>th</sup>, 2019. A lot of big events and the Division is looking for program sponsors. If you or the organization you work for would be interested in sponsoring some of the programming events contact Julie Ann Rivera.

The CAPER, year-end report submitted to HUD, was submitted towards the end of December. The goals and outcomes can be found on page 3. To highlight:

- CDBG funding the City supported 12 businesses with the micro enterprise assistance program and through public services served 94,606 residences.
- HOME funding repaired 212 Affordable Housing units with 85 being rental units, 114 first time homebuyers and assisted 13 existing homebuyers with housing rehab.
- ESG funding served 2,204 households with various homeless prevention services.
- HOPWA funding the City was able to serve 1,373 people with HIV/AIDS by providing subsidy services – paying a month's rent or utilities to help prevent homelessness.



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The Universal Application is due on 2/08/2019. There were two combined technical and budget assistance workshops this year with 96 attendees representing 83 separate agencies. HOPWA, ESG and CDBG program funding's were discussed in the UA presentations.

Announcing a couple of promotions within the division: Shanee Ealey moved up to an HSP III and will be providing support with down payment assistance, UTIP and other affordable housing projects. Eleanor Sweet moved up to HSP II position on the CDBG side.

There are 35 contracts fully executed with three in process. The Division is working diligently to execute them all.

Vice Chair Arias inquired if any more additional workshops coming up?

No, just the two workshops already held.

Commissioner Garrison asked for a comparison in attendance in this year's December workshop versus last year. Due to the timeframe moving up significantly he would like to see how it impacted attendance.

Director Burch the Division will provide the Board the number of attendees.

Commissioner Garrison congratulated staff on the promotions and inquired where the Division stood overall on other vacant positions.

The Administration has an interview for the Chief's position next week with Mr. Mousa. This is the final stop in the interview process. There are only two or three other vacancies in the Division, and these are held back because of funding resources.

Commissioner Garrison inquired on the contracts delays and if Director Burch could name one or two things needed that would help next year reach the December goal.

There were a few factors: a few entities showed up on the Council Auditor Chapter 118 noncompliance list based on the fact those entities had some issues with timely submission of their annual audit. Another reason was the funding provided to the City of Atlantic Beach as their project was not correctly planned. The Division will combine the 2018 and 2019 funding and they will do one project for the two years. It is a matter of being more proactive and checking ahead of time.

Commissioner Garrison asked for an update on the Revolving Loan Funds program.

A total of four agencies submitted responses with three currently going through underwriting and the fourth project not making it this round. After the underwriting is finalized the agreements go to OGC and it will be about \$1.5M. Hopefully another round of funding will be done in April.

#### IV. Quarterly Report – FY 2017-2018

**Exhibits which are attached hereto and by this reference made a part hereof:**

- Housing Quarterly Report FYE 2017-2018
- Community Development Quarterly Report FYE 2017-2018

Travis Jeffrey, Affordable Housing Asst. Administrator



## **NEIGHBORHOODS DEPARTMENT**

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The Division created 23 affordable housing properties through the CHDO affordable housing pool with 10 rehabilitations and 13 new constructions for an expended total of \$1.86M. The internal programs, with the assistance of a few non-profits, repaired 246 units with 77 through Utility Tap-In Program (UTIP) and Limited Repair Program (LRP) programs and 157 Hurricane IRMA disaster related repairs. The Division funded Daniel Memorial, Wealth Watcher, Five Star Veterans and with this created 101 units, 40 units at the Veterans Center and at IM Sulzbacher assisted 48 individuals. The Down-Payment Assistance or H2H program assisted 197 new homeowners for a total of \$1.28M. Financial literacy homebuyer education provided 315 classes for new homebuyers.

Chynequa King-Brown, Assistant Manager Community Development

There are five Public Facility Improvement contracts extended with two to be completed by Spring: Operation New Hope and the Boys & Girls Club Teens Center. The other three have amended contracts until September 2019. The carryforwards like Northwest Jacksonville CDC from 2018-2019 is being extended and from 2016-2017 Riverview Senior Center and Wallace Small with a project re-design due to termite damage. ESG and HOPWA subrecipients have expended all their funds.

Vice Chair Arias inquired as to the carryforward timeframe?

MOU's were extended until September 2019.

Vice Chair Arias inquired as to what would happen if they don't complete by the established contract date? What is the limit on the extensions? Does the Division follow-up to ensure the project is on tract?

Director Burch indicated funds must be spent within a certain timeframe and if the agency is not able to complete the project within the timeframe the money will need to be re-assigned to another project, so the City does not lose it or have to pay it back. Staff is constantly following-up and ensuring subrecipients are on tract and Department Directors meet to discuss the projects and where they stand.

Liaison Florio stated the City maintains a situation report which goes up the ranks reporting on these situations.

#### **V. New Business - Barbara Florio, Board Liaison**

Within your package is the 2019 Ethics Training schedule. It is mandatory every four years all Commissioners take an Ethics Training. Liaison requires a copy of the Ethics Training certificates as a matter of record.

Review the current Commissioner roster and ensure the information is current and up-to-date; if not please contact the Liaison for corrections. The Roster is to be turned in to City Council and the Mayor's office by the end of the month.

#### **VI. Unfinished Business**

None at this time

#### **Meeting Adjourned**

The meeting was adjourned at 10:21 AM



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**THE DATE FOR THE NEXT MEETING IS FEBRUARY 27, 2019.**



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**CERTIFICATION**

**Recorded and Transcribed by:**

Julie Ann Rivera, Executive Assistant  
JHCDC Staff Support

**Submitted by:**

Barbara Florio, Operations Manager  
JHCDC Board Liaison

**Approved by:**

David Wakefield, Chair  
JHCDC