



JHCDC

Jacksonville Housing and Community Development Commission

ANNUAL REPORT

May 2017 – April 2018

June 29, 2018



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 every fourth Wednesday of each month. It consists of 11 members, 5 appointed by the City Council and 6 by the Mayor. 11 Board meetings were held as scheduled. The November 2017 and December 2017 Board Meetings were consolidated to one meeting that was held on December 6, 2017. In addition, there was a Board Workshop held in October 2017. A quorum of members was present for 10 of 11 meetings. The cumulative member attendance rate for the meetings is 69% with an absentee rate of 31%, 49% of the absences were excused.

As of February 2018 every seat on the Commission has been filled. This has not been true in many years. The Commissioners bring a new energy and commitment to the Board, the mission and the citizens of our community.

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

- The Consolidated Plan is designed to help local jurisdictions assess their affordable housing and community development needs and project priorities for a 5 year period (2016-2021.) As part of the Consolidated Plan process, staff implemented a substantial amendment to the five-year Consolidated Plan for HUD, which involved reviews of the new priorities and goals & all the funding decisions. The substantial changes will apply to the last three years of the Strategic Plan of the current five-year term. The goals and outcome objectives were adjusted, which helped reassess the Universal Application (UA), what funding's there are in the application and the scoring criteria. Based on HUD recommendation, an addition to the Priority needs was Disaster Preparedness. This addition was made to address how funds could be diverted for emergency response in the event of disasters.



- **Consolidated Annual Performance and Evaluation Report (CAPER)** - The Commission oversaw the development and approval of the 2017-18 CAPER. This Report is the consolidated annual performance and evaluation review covering activities and accomplishments of grants: CDBG, HOPWA, HOME, SHIP, ESG and Disaster Assistance Programs.
- **Hurricane Irma Disaster Relief Funding** - Oversaw the implementation and management of the Hurricane Irma Disaster Relief fund. Thus far, 530 applicants have been received and 187 checks have been awarded totaling \$977,936.
- **2018-2019 Universal Application** – The Commission approved Universal Application award recommendations that were submitted and approved by City Council. 39 applicants were awarded a total of \$11.7 million. The Universal Applications Review Committee reviewed 39 applications, 42 applications were received; 3 did not meet threshold. This year the Universal Application process was transitioned to an electronic format for submission, rating and ranking. The funding methodology was revised which impacted the application and review process. 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 in a Revolving Loan Fund and a NOFA (Notice of Funding Availability) will go out in October 2018 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 \$25.3 million for FY 2018-2019.
- A board retreat was held 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.



- 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.
 - April, 2018 - Erich Chatham with Civitas LLC presented to provide an update on how they have been working with the City of Jacksonville for the last six to eight months helping to create a substantial amendment to the five-year Consolidated Plan (Con Plan) for HUD.
 - March, 2018 - Kelly Bullard, Director of Community Development presented to tell us about the Gateway Girl Scout Council. We learned that the Girl Scouts are more than “Cookies and Crafts”. They served 628 girls in 2017 and are on target to serve 700 in 2018. All of the girls in these troops are in dire need for consistency and structure. They work on team building, conflict resolution, communication, building self-esteem, anti-bullying, financial literacy and self-awareness. All girls reside in HUD housing, low income complexes, and community centers within Jacksonville.
 - July, 2017 - Martha Cox, Development Director with Ability Housing, talked briefly about homelessness, the instability of housing and how it affects children. First, there are two ways we count the homeless. HUD chooses a night in January (usually the coldest time of year) to count those without permanent shelter. This count is referred to as “Point-in-Time”. She reinforced that the work we do as a Commission to impact the increase in affordable housing is one of the best community investments we can make. While emergency shelters are critically important, it is abundantly clear permanent, secure, affordable housing is most important.
 - August, 2017 - Cindy Funkhouser, CEO of Sulzbacher Center educated us about ESG and the State of Homelessness. She discussed the importance of the ESG Grant – not just to Sulzbacher Center, but the community at large. Started in 1995 by three groups City of Jacksonville, United Way and a group of Jacksonville business people, philanthropists looking to provide a continuum of holistic approach to addressing homelessness. A place for people to end their homelessness.



The primary message was that we need to not manage, lessen, change homelessness - we need to END HOMELESSNESS. In order for a person to be successful, their needs for income, housing and healthcare must be met.

- September, 2017 - Ms. Cynthia Harpman, Manager of Contract Grants Department Family Support Services presented to educate us on how Family Support Services partners with community providers to ensure and enhance the family unit within Duval County. They specifically work with children reported for abuse and neglect. Their primary goal is to make sure the children entering their system have access to and are enrolled in high quality early learning programs. Their objective is to house immediately and to ensure the affordability of the care.
- October, 2017 - Lauren Weedon Hopkins, Regional Director for Catholic Charities Bureau, Inc. informed us that Catholic Charities has been in operation for 74 years. They provide services to all individuals not just Catholics, more than 87% of those served are not Catholic. They have four regional offices with Jacksonville being the largest. They concentrate on ending homelessness and getting people off the streets, serving more than 71,000 people in 17 counties in 2016. In 2016 they served 21,000 in Duval, Clay, Nassau, Baker and Northern St John's counties, 13,617 received emergency financial assistance. Their food pantry distributed 105,872 pounds of food. Their work force development assisted 295 people finding jobs, resume writing and interviewing skills, placing 171 in jobs. Their refugee resettlement served 2,881 people, ESL (English as a second language) assistance, housing and welfare and integration assistance to American culture - a five year program. Camp "I am Special" which is typically staffed with volunteer high school students served 309 individuals – a camp for special needs children and adults in its 34th year now. Finally, 629 individuals in need received Holiday gifts.



- November / December, 2017 Richard Green, Program Manager for COJ Foster Grandparents Program informed us that their program has been in place since 1965. The City of Jacksonville adopted the program in 1972 providing seniors 55 and older an opportunity to serve the children in the community at various locations. Operating with 79 active volunteers today, 20 serve at CDBG locations throughout the City. FY 2017 served a total of 13,458 total hours.

JHCDC is working well. A few minor adjustments with ongoing continual improvement focus will help this Commission become highly effective.

Commissioners improvement in the community activities and programming related to this work should be increased. The Division currently makes an open invitation to the Commission to attend various events. We would suggest the Division should employee a more proactive methodology to ensure Commissioners are included.

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:

2017-18 JHCDC Commissioner Chart – Listing of Commissioners with appointment and term information

2017-18 JHCDC Commissioner Attendance Chart – Attendance records May 2017-April 2018



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 real estate professional Jan-18 12/19/2017	Address 138 32nd Avenue South 32250 Cell # Work # (904) 613-8122 FAX (904) 359-7708 Email llangham@taylorenglish.com Home #	
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	Address 6140 Heckscher Drive, Jacksonville, FL., 32226 Cell # (904) 545-9955 Work # (904) 260-3000 Email ma@adkisonowling.com Home #	
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	Address 10290 Meadow Point Drive Jacksonville, FL 32221 Cell # (904) 662-2712 Work # Email snoblejas20@gmail.com Home #	
4	David Wakefield CHAIR	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	Address 4233 Morena Lane, Jacksonville, FL., 32207 Cell # (904) 237-1450 Work # (904) 394-1398 FAX (866) 241-1521 Email dwakefield@primelending.com Home #	
5	Raul E. Arias, Jr. VICE CHAIR	1 of 2	11/30/2018	Leonard Curry	H	M	Appointed by Mayor. This position is an employer representative Aug-15 9/10/2015	Address 395 Candlebank Drive, Jacksonville, FL., 32225 Cell # (904) 803-9797 Work # Email reariasjr@yahoo.com Home # (904) 803-9797	
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	Address 121 West Forsyth St., #100 Jacksonville, FL 32202 Cell # (904) 328-9165 Work # (786) 364-3250 Email tedurand@gmail.com Email 2 tstuebben@build-scapes.com	
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	Address 8051 Tara Lane, Jacksonville, FL 32216 Cell # (904) 993-5008 Work # Email Curtishart1972@att.net Home #	
8	Tracy M. Grant	1 of 2	11/30/2019	Rashonda M Jackson	B/AA	F	Appointed by City Council. This position is a low income advocate Jan-17 1/12/2017	Address 1214 Labelle Street # 347, Jacksonville, FL 32205 Cell # (252) 371-5478 Work # Email tracymmgrant@gmail.com Home #	
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	Address 5620 Seiton Ave, Jacksonville, FL 32277 Cell # (904) 710-5387 Work # Email DianaSellsJax@gmail.com Home #	
10	April Smith	1 of 2	11/30/2018	Dick Browdy	B/AA	F	Appointed by the City Council. This position is an essential services personnel. Jan-18 12/19/2017	Address 7629 Lueders Avenue Jacksonville, FL 32208 Cell # (917) 929-5016 Work # Email lamsmt32@gmail.com Home # (904) 310-4185	
11	Charles B. Garrison	1 of 2	11/30/2019	Ajani Dunn		M	Appointed by Mayor. This position represents banking industry Feb-18 2/27/2018	Address 311 W. 8th Street 32206 Cell # (904) 302-3971 Work # (904) 828-2356 Email charles.garrison@wellsfargo.com Home #	

Green = City Council Appointment

Blue = Mayoral Appointment

Liaison: Barbara Florio 255-8226
bflorio@coj.net

Monthly Meetings - Every Fourth

Wednesday unless otherwise noticed.

Ed Ball Building - 214 North Hogan Street -

A/AN American Indian or Alaska Native

A Asian

B/AA Black or African American

H Hispanic

NH/PI Native Hawaiian or other Pacific Islander

W White

Jacksonville Housing and Community Development Commission

Board Meeting Attendance

2017

Mobley-CHAIR
Adkison
Arias
Durand-Stuebben
Fields
Grant
Hart
Padgett
Wakefield-V. CHAIR
Galavis

24-May	28-Jun	26-Jul	30-Aug	Special 6-Sept	27-Sep	Workshop 16-Oct	25-Oct	6-Dec	
Present		Present	Excused	Present	Present	Excused	Present	REPLACED	Appt. 6/17
		Present	Unexcused	Unexcused	Present	Unexcused	Present	Present	
Present		Present	Excused	Present	Present	Present	Excused	Present	
Present		Present	Present	Present	Present	Present	Present	Excused	
Unexcused		Unexcused	Unexcused	Unexcused	Unexcused	Unexcused	Unexcused	REPLACED	
Excused		Present	Present	Unexcused	Unexcused	Unexcused	Excused	Present	
Present		Excused	Present	Present	Present	Excused	Present	Present	
Unexcused	RESIGNED								
Present		Present	Present	Present	Present	Present	Present	Present	
						Present	Excused	Present	Appt. 10/17

2018

Adkison
Arias-VICE CHAIR
Durand-Stuebben
Galavis
Garrison
Grant
Hart
Langham
Noblejas
Smith
Wakefield-CHAIR

24-Jan	28-Feb	28-Mar	24-Apr	
Present	Excused	Unexcused	Unexcused	Appt. 2/18
Present	Present	Present	Excused	
Present	Present	Excused	Excused	
Excused	Present	Present	Present	Appt. 1/18
	Present	Present	Present	
Unexcused	Present	Present	Present	
Present	Present	Present	Present	Appt. 1/18
Present	Present	Excused	Present	
Present	Present	Present	Present	
Present	Present	Present	Present	

No meeting