



**NEIGHBORHOODS DEPARTMENT
HOUSING AND COMMUNITY DEVELOPMENT DIVISION**

**JACKSONVILLE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION
MEETING MINUTES
Wednesday, August 28, 2019
9:30 am**

Proceedings before the Jacksonville Housing and Community Development Commission taken on
Wednesday, August 28, 2019
Ed Ball Building, 8th Floor, Jacksonville, FL32202
Jacksonville, Duval County, Florida, commencing at approximately 9:34 a.m.

Commissioners

David Wakefield, Chair
Raul Arias, Vice Chair
Marshall Adkison, Commissioner - **Unexcused**
Teresa Durand-Stuebben, Commissioner – **Excused**
Diana Galavis, Commissioner
Charles Garrison, Commissioner
Curtis Hart, Commissioner
Sharol Noblejas, Commissioner
Lauren Parsons-Langham, Commissioner - **Excused**
Thomas B. Waters, Commissioner

City of Jacksonville Staff:

Dr. Johnny Gaffney
Lawsikia Hodges, OGC
Barbara Florio, Board Liaison
Nicole Spradley, Board Administrative Support
Kelly Mierkowski, Affordable Housing & Community Development Administrator

City Council:

Council Member Garrett Dennis - **Absent**

Guests Present:

Sara Tortorello, HCDD intern
Jake Gordon, DVI
Michelle Tappouni, Ability Housing

Staff:

| | | |
|-----------------|----------------|---------------|
| Tina Beals | Sarah Bohentin | Jane Bouda |
| Renee Dawson | Shanee Ealey | Rob Gillrup |
| Sonya Graves | Kamisha Gross | Susan Harnage |
| Carolyn Herring | Travis Jeffrey | Loretta Lee |
| Kenny Logsdon | Riesa Lowery | Robert Ownby |
| Carla Ray | Rick Reynolds | Shaun Rycroft |
| Errol Schell | Laura Stagner | |



NEIGHBORHOODS DEPARTMENT HOUSING AND COMMUNITY DEVELOPMENT DIVISION

JACKSONVILLE HOUSING AND COMMUNITY DEVELOPMENT COMMISSION MEETING MINUTES

Call Meeting to Order, Welcome and Introductions

Chair David Wakefield called meeting to order at 9:34am

Approval of Minutes for July 24, 2019

A motion to approve the July 24, 2019 minutes was made by Commissioner Thomas Waters and seconded by Commissioner Sharol Noblejas.

Motion Passed: 7-0.

I. Public Comments

No public comment cards.

II. Division Report – Barbara Florio on behalf of Chief Tom Daly

Liaison Barbara Florio provided the Chief's report because Tom Daly was in Orlando attending the Florida Housing Coalition Annual Conference. She announced that the City will not pursue the Lead Based Paint HUD grant this year but will apply in 2020 to allow for more time to plan. The ERP rollout did not happen as scheduled and a new date has not been provided. The Revolving Loan Fund moved to an open cycle process on August 1, 2019. Two applications have been received and a training workshop will be provided in October. Jane Bouda noted that two additional Revolving Loan Fund Applications were just received bringing the total to 4.

Liaison Florio reported that Chief Daly asked the Commission to defer the conversation pertaining to Commissioner Garrison's proposal to establish an Affordable Housing Subcommittee. This subject matter will be taken up in September when Chief Daly can attend the meeting. Commissioner Garrison met with Lawsikia Hodges regarding the subcommittee and has a revised proposal that will be distributed.

Liaison Florio noted that the appointment of Neighborhoods Director Bryan Mosier and Operations Director of Neighborhoods Department Chiquita Moore were both confirmed at last night's City Council Meeting. There is no pending legislation for HCDD. HCDD renewed the Civitas contract for another year, two additional renewals remain.

The 2019-2020 Universal Applications contracts are in the pipeline. Target for contract completion is December 1, 2019.

The new grant software SmartSimple will not be implemented prior to the 2020 UA cycle. HCDD is working with Civitas to streamline a paper submission process. A training workshop will be provided in December. More information about the UA process will be provided at the next Commission meeting.

Liaison Florio announced that the Division has received \$947,478 in additional HOPWA funds. The distribution method of these additional funds has not been determined.

III. Presentation

Jake Gordon, CEO, provided an overview of Downtown Vision Inc. He discussed the Social Services outreach program initiated in 2018 that tracks the homeless population in downtown Jacksonville.



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IV. Housing Property Overview

Robert Ownby provided an overview of the focus of the Housing Property area of the Division. He provided details of the foreclosure property registry including statistics, community outreach, strategies and uses of funds. He will research and report back how long it takes to foreclose on homes. *Commissioner Galavis was interested in whether the foreclosed properties were owner occupied or an investment property such as a vacation rental. Robert Ownby clarified that the ordinance only requires mortgagees to disclose whether the property is occupied or vacant.*

V. New Business

Commissioner Garrison explained that the Bylaws needed to be updated to bring them into compliance and mirror other City Commission's Bylaws. The Special Bylaws Subcommittee has revised the Bylaws and Commissioner/Secretary Garrison presented them to the Commission for a vote.

Chair David noted that there were no major changes.

A motion to approve the Bylaws was made by Commissioner Galavis and seconded by Commissioner Noblejas.

Motion Passed: 7-0.

Liaison Florio announced that HCDD is looking to hire a Human Services Planner I and an Administrative Assistant. The positions are posted on the City's website at www.coj.net.

VI. Unfinished Business

Liaison Florio passed around a handout regarding murals, Art in Public Places, DIA and the Cultural Council. At last month's Commission meeting Commissioner Garrison inquired about murals on public buildings.

VII. Meeting Adjourned

The meeting was adjourned at 10:38 a.m.



**NEIGHBORHOODS DEPARTMENT
HOUSING AND COMMUNITY DEVELOPMENT DIVISION**

THE DATE FOR THE NEXT MEETING IS WEDNESDAY, SEPTEMBER 25, 2019.

CERTIFICATION

Recorded and Transcribed by:

Signature on file
Nicole Spradley, Executive Assistant
JHCDC Staff Support

Submitted by:

Signature on file
Barbara Florio, Operations Manager
JHCDC Board Liaison

Approved by:

Signature on file
David Wakefield, Chair
JHCDC