



**NEIGHBORHOODS DEPARTMENT
HOUSING AND COMMUNITY DEVELOPMENT DIVISION**

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

**Wednesday, February 23, 2022
9:30 a.m.**

Proceedings before the Jacksonville Housing and Community Development Commission taken on
Wednesday, February 23, 2022
Ed Ball Building, 1st Floor Training Room, Jacksonville, FL 32202
Commencing at approximately 9:30 a.m.

Commissioners

David Wakefield, Chair – **Excused**
Raul Arias, Vice Chair
David Hacker, Commissioner
Ericia Moore, Commissioner
Randy DeFoor, Commissioner – Represented by Brooks Dame
Sharol Noblejas, Commissioner – **Excused**
Lauren Parsons Langham, Secretary
Thomas B. Waters, Commissioner
Sol Wynter, Commissioner

City of Jacksonville Staff:

Dr. Johnny Gaffney – **Unexcused**
Lawsikia Hodges – Office of General Counsel
Chiquita Moore, Neighborhoods Operations Director
Thomas Daly, Chief
Travis Jeffrey, Affordable Housing and Community Development Administrator
Barbara Florio, Board Liaison
Sam Nester, Board Administrative Support

Guests Present:

Paul Tutwiler, NWJCDC
Angela Tompkins, NWJCDC
Janice Bailey, NWJCDC
Phillip Bazemane, NWJCDC
Celestine Mills, NWJCDC
Mildred Jennings, NWJCDC
Sheronda Holzendorf, Ability Housing
Tanya Adams, Ability Housing
James Coggins, Jacksonville Community Foundation
Ashley McDonald, SRC
Felecia Mitchell, Oasis Investment, LLC
Brooks Dame, COJ

Staff:

Tina Griffith	Kenny Logsdon	Neolita Maharaj	Latonja Richardson
Robert Ownby	Melody Saftner	Victoria Gentry	Lynnette Smith
Davetta Williams			



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MEETING MINUTES**

Call Meeting to Order, Welcome and Introductions

Vice Chair Raul Arias chaired the meeting. He called the meeting to order at 9:30 a.m.

Approval of Minutes

A motion to approve the minutes from the December 8, 2021 meeting was made by Commissioner Thomas Waters and seconded by Commissioner Sol Wynter.

Motion Passed: 6-0

I. Public Comments

No public comments.

II. Presentation

Paul Tutwiler, Chief Executive Office with Northwest Jacksonville Community Development Corporation (NWJCDC) shared a PowerPoint presentation and gave an overview of the vision NWJCDC has for redefining the Northwest Jacksonville Community. A copy of the PowerPoint is attached as part of these meeting minutes.

Commissioner Wynter asked if NWJCDC has partnered with the food bank Feeding Northeast Florida to combat the food desert issue within the community.

Mr. Tutwiler explained their agency does work with the food bank to ensure the community has food and their nutritional needs are met. NWJCDC strives to meet whatever needs are presented within the community.

Commissioner Moore inquired about the statistics of homeowners versus renters in the Payne Avenue Walk development.

Mr. Tutwiler indicated Payne Avenue Walk has 11 units and all units are occupied by homeowners.

Commissioner Moore asked what is being done to bring in local black business owners into the North Point Town Center.

Mr. Tutwiler shared the mission of North Point was to get business in the community that would hire the local community. The fact was they struggled with getting tenants willing to do business in that part of town. NWJCDC got creative by going to local flea markets and asked tenants if they would be interested in owning their own shop. NWJCDC began to work with those interested by providing economic development and training on how to run a business. Through these efforts tenants were found. The building is now 100% occupied and they are looking at Phase II.

Commissioner Hacker ask how much CDBG funding was provided to NWJCDC last year?

Travis Jeffrey, Affordable Housing and Community Development Administrator stated HCDD provided \$486,000 specifically to Payne Avenue Walk to build three houses. All three homes have been built, sold and funding reimbursed to the City.



NEIGHBORHOODS DEPARTMENT HOUSING AND COMMUNITY DEVELOPMENT DIVISION

Commissioner Arias asked if the homes were sold to investors?

Mr. Tutwiler explained there is a restriction in place which states the buyer must be under the 80% of the area median income to qualify to purchase homes in the subdivision. The goal is to bring people back to the neighborhood that will be there for 30 years.

Commissioner Arias asked when Phase II & III of the North Point Town Center would be established and built.

Mr. Tutwiler explained North Point II was acquired with the plan to build a grocery store. There have been several false starts because there isn't a large enough market in the community to sustain profitability for the grocery store. The good news is the community is growing and a lot of new homes are being built which makes it ripe for future development. They are looking at what must happen for them to create a successful grocery.

Commissioner Arias asked for a copy of NWJCDC Annual Report.

Mr. Tutwiler presented a copy to the Board. A copy is attached as part of these meeting minutes.

III. Presentation

Sheronda Holzendorf, Resident & Community Engagement Coordinator with Ability Housing shared a presentation showcasing the vision of Ability Housing and the services provided by the Agency. Ability housing provides high quality affordable housing to families, seniors, veterans, and individuals with disabilities. A copy of the presentation is attached as a part of these meeting minutes.

Commissioner Wynter asked if there is a collaboration with JTA to offer discount fare for transportation? If not, she suggests having a conversation with JTA to see if this could be offered. She also asked what is the collaboration between Ability Housing and Changing Homelessness? What is the process and timeframe for service provided?

Ms. Holzendorf explained that anyone who goes through the Coordinated Intake process with Changing Homelessness is provided a housing assessment to see what programs they qualify for and what they would be able to afford. This information is used to determine what services they are offered through Ability Housing. The goal is to find affordable supportive housing for individuals to be housed in and be able to be stable in those houses.

Commissioner Wynter asked how applicants come to Ability Housing? How do families with small children learn about their programs?

Ms. Holzendorf shared she attends community committee meetings with the Duval County Schools to educate the community about the Coordinated Intake Process. There are a lot of resources at the Urban Rest Stop at Sulzbacher Center.

Chief Daly provided further explanation regarding the terms Housing First and Coordinated Entry. Housing First is a HUD advised model where the idea is housing first, services second. This is because if you don't have stable housing you are going to fall out of the services being provided. Coordinated Entry is the process where all the agencies which provide homeless services agree how individuals are processed for entry. The agencies work together to ensure the right services are provided based off the Coordinated Entry process. Homeless individuals go through the same process and are referred out to agencies based on their individual needs.



NEIGHBORHOODS DEPARTMENT HOUSING AND COMMUNITY DEVELOPMENT DIVISION

Commissioner Hacker asked if the housing provided by Ability Housing is permanent or is the goal to move them elsewhere?

Ms. Holzendorf explained that permanent supportive housing is permanent. They could live there forever. It depends on the needs and goals of the recipient.

IV. Chief's Report

Chief Daly reported the 2022-2023 Universal Application Cycle is now underway. We received a total of 34 applications and are wrapping up the scoring process. Funding recommendations will be presented at the next board meeting. Applications received; CDBG - 21 (15-PSG, 6-PFI), ESG – 6 (3-Prevention, 1-Rapid Rehousing, 1-Emergency Shelter, 1-Street Outreach) & HOPWA – 7 (3-STRMU, 2- Supportive Services, 2- Permanent Supportive Housing). The **Mortgage Relief Program (MRP)** has expended \$3,098,188.00 of the \$4 million in CDBG-CV funds. **Headstart to Homeownership (H2H)** has 23 closings and 130 pending closures. **HOME** funds \$249,994.00 encumbered; \$1,109,981.00 expended and **SHIP** funds \$450,000.00 encumbered; \$30,000.00 expended. The **Limited Repair Program (LPR)** has 8 completed projects; Approved/Under Construction: 12; Negotiating Bids/Ready to Sign: 2; Obtaining Bids: 8; Pending Inspections: 0. The **Emergency Repair Program (ERP)** has 14 completed projects; Approved/Under Construction: 1; Negotiating Bids/Ready to Sign: 1; Obtaining Bids: 0; Pending Inspections: 0. The **Utility Tap-In Program** has 18 completed projects; Approved/Under Construction: 7; Negotiating Bids/Ready to Sign: 3; Obtaining Bids: 2; Pending Inspections: 1. We have received 79 applications for the **CDBG-DR Hurricane Matthew Disaster Relief Program**. Projects completed: 16; Projects Under Construction: 15; Total Funds Expended: \$1,441,237.79. We have identified 51 properties for the **Hurricane Irma Voluntary Home Buyout Program**. 8 owner-occupied and 43 rentals. 2 appraisals have been completed. Total funds expended is \$850.00. We are conducting outreach by sending questionnaires and requesting documentation from applicants with continued interest in the program. HCDD has 2 **vacancies**: Community Development Assistant Manager, Credit Compliance Manager. Both positions are posted, and interviews are ongoing. **New hires and promotions**: Raelyn Means was promoted to Disaster Assistance Program Manager effective 2/5/22. Matthew Wiita, 4/4/22.

Commissioner Arias asked if we are extending the time period for the first-time homebuyer program?

Chief Daly explained the time period is usually 30 days. We are extending it to 90 days and telling applicants they can reapply.

Commissioner Arias asked if we have considered giving any incentives to bring in new contractors?

Chief Daly explained there are restrictions that would prevent us from offering incentives.

V. Year End Report

Travis Jeffrey, Affordable Housing and Community Development Administrator reviewed the 2020-2021 Year End Housing and Community Development Accomplishments. Housing and Community Development Accomplishment reports are attached and made part of these minutes.

Commissioner Raul asked where funds would be moved from for the Foreclosure Intervention Program.

Travis Jeffrey indicated we are in the process of moving \$250,000 from Limited Repair Program to the Foreclosure Intervention Program.



**NEIGHBORHOODS DEPARTMENT
HOUSING AND COMMUNITY DEVELOPMENT DIVISION**

VI. New Business

Board Liaison Florio stated the funding recommendations for the 2021-2022 CDBG Universal Application (UA) will be presented to the Board at the April meeting. A quorum is required. Board members will receive the UA packets two weeks prior to the meeting. Erich Chatham from Civitas will be in attendance to present the recommendations. This will be an in-person meeting and attendance is required.

Commissioner Arias asked if we are planning to offer training on the UA process in March.

Board Liaison Florio stated we are planning to offer the training in March and will communicate the details shortly.

VII. Unfinished Business

VIII. Meeting Adjourned

The meeting was adjourned at 10:32 a.m.



Housing
Presentation 2 Hous



NJCDC Annual
Report.pdf



About-AHI
JHCDC.pdf



Score Card FY 20-21 - Reheb
- Year End.p20-21



CD-Scorecard FY
- YEAR END.pc

CERTIFICATION

Recorded and Transcribed by:

Sandra Nester, Administrative Assistant
JHCDC Staff Support

Submitted by:

Barbara Florio, Operations Manager
JHCDC Board Liaison

Approved by:

Lauren Parsons Langham, Secretary
JHCDC