

## CR-05 - Goals and Outcomes

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

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St. Johns County is an entitlement grantee of the U.S. Department of Housing and Urban Development "HUD" for Community Development Block Grant "CDBG" funds. This Consolidated Annual Performance Evaluation Report "CAPER" covers the period from October 1, 2016 to September 30, 2017 which represents the first year of the County's 2016-2020 Consolidated Plan. The Consolidated Plan brings together the planning, application, reporting, and citizen participation components of each of the grant programs. The County's Housing & Community Services Division lead the development, coordination, submission, and implementation of St. Johns County's 2016-2020 Consolidated Plan.

The Strategic Plan, a subset of the Consolidated Plan, identified the following priority needs: 1. Home Repair/Rehabilitation; 2. Public Facility or Infrastructure Activities; 3. Affordable Rental Housing; 4. Public Services; 5. Homeless Services and Prevention

All Strategic Plan priority needs were addressed during the 2016-2017 program year with the selection of four projects. The 2016-2017 year proved surprisingly challenging. Within one month of the start of the program year, St. Johns County was devastated by Hurricane Matthew. The County's CDBG implementation plan was hindered as staff assisted with recovery efforts, leveraging county-wide resources with both the private and the non-profit sectors, which included providing referrals for services to individuals impacted by the storm, assisting with the management of the emergency shelters, working with non-profits and other County departments to identify storm-related needs, and applying for \$1.2 million in disaster relief grant funds funneled through the State Housing Initiatives Partnership (SHIP) grant. At the time of this writing, SHIP disaster funds were used to rehabilitate 15 homes and provide rentals assistance to 15 households who had been displaced by Hurricane Matthew. Staff also worked on data compilation for the state's effort to capture \$47+ million in CDBG-DR funds. Another employee

was added to staff and a consultant was retained to provide technical assistance. The consultant has also developed contracts, policies & procedures manuals, grant management timelines, monitoring plans, and a housing rehabilitation manual. Staff also attended numerous training opportunities in an effort to quickly familiarize themselves with the complexities of the CDBG grant.

In an effort to ensure HUD guidelines and rules were being followed and properly implemented, staff spent considerable time conducting an evaluation of the goals of the Consolidated Plan and the projects in the 2016-2017 Annual Action Plan. During the course of the evaluation, it was discovered that although funds had been reserved for the purpose of administration and planning, these essential functions had not been included as a goal in the Consolidated Plan or as a project in the Action Plan. This situation needed to be remedied by a Substantial Amendment to both the Consolidated Plan and the Action Plan.

After several procedural discussions, staff presented a proposed Substantial amendment to the community and County Commissioners, which was approved on October 3, 2017. It was imperative to add a goal for administration and planning to the Consolidated Plan and the Action Plan before acting on the other projects. Initial steps toward implementing the other projects continued with time-consuming caution, to fully assess all HUD regulations, due to the errors discovered in the Consolidated Plan and Action Plan.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Rental Housing	Affordable Housing	CDBG: \$	Rental units constructed	Household Housing Unit	25	0	0.00%			

Affordable Rental Housing	Affordable Housing	CDBG: \$	Rental units rehabilitated	Household Housing Unit	50	0	0.00%			
Affordable Rental Housing	Affordable Housing	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	250	0	0.00%			
Home Repair/Rehabilitation	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	110	0	0.00%	13	0	0.00%
Homeless Services and Prevention	Homeless	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	625	0	0.00%			
Homeless Services and Prevention	Homeless	CDBG: \$	Rental units rehabilitated	Household Housing Unit	0	0		5	0	0.00%
Homeless Services and Prevention	Homeless	CDBG: \$	Homelessness Prevention	Persons Assisted	500	0	0.00%			
Planning and Administration	Planning and Administration	CDBG: \$	Other	Other	0	0				
Public Facility or Infrastructure Activities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	350	0	0.00%	350	0	0.00%

Public Services	Non-Housing Community Development	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	800	0	0.00%	30	0	0.00%
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**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

At the close of FY '16-'17 (September 30, 2017), no CDBG funds had been expended on projects based on the reasons outlined above. However, as St. Johns County moves into 2017-2018, all projects had subrecipient contracts in development, with one (Public Services) being executed on October 3, 2017. The following priorities were addressed during the CDBG FY '16-'17, which are noted in the St. Johns County Consolidated Plan:

1. Home Repair/Rehabilitation
2. Public Facility or Infrastructure Activities
3. Affordable Rental Housing
4. Public Services
5. Homeless Services and Prevention

The projects awarded during the CDBG '16-'17, which addressed the priorities and specific objectives noted in the St. Johns County Consolidated Plan were as follows:

- Countywide Housing Rehab- Approximately 13 low income, elderly, and/or disabled households will benefit from the rehabilitation of existing housing.
- West Augustine Drainage Improvements- Approximately 350 households, of which 90% are low- to moderate-income residents, will benefit from the replacement of failing drainage infrastructure.
- Afterschool Tutorial & Enrichment Program- Approximately 30 eligible school aged children will be provided after school tutoring, homework assistance, and mentoring at three different sites, all located within West Augustine, a predominately low income area. Each

student will receive a pre and post program year academic performance test to provide a unit of measure. The program will cover the salaries of three tutors, four hours per day, supplies, and administrative costs.

- Homeless Housing Rehabilitation- This project seeks to renovate five homeless housing structures to be converted to permanent affordable housing for homeless families with children. These houses were built in 1925 and need refurbishment to bring them up to code. Unfortunately, it should be noted that this project was deemed ineligible by HUD. Staff is currently reevaluating the County's Consolidated Plan and proposing changes to the proposed projects that will ultimately need to be approved by the Board of County Commissioners.

### **Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific**

St. Johns County also allocated +\$772,267 in funds (Affordable Housing Grant) that were associated with mitigation designed to address housing needs associated with Development of Regional Impacts in the County. All of funds were allocated to assist housing needs as they related to individuals who fell between 120% AMI to no income (homeless). The allocations were based on a competitive application process, with all sub grantees being local nonprofits. All of the projects are currently under contract and preceding to address the community needs, with the exception of contracts for Habitat for Humanity and St. Johns Housing Partnership. These contracts involved more sophisticated issues. Contracts for both are wrapping up legal review and will be brought before the Board of County Commissioners in the upcoming months. These projects include: Home Again St. Johns-\$35,439.23- to complete the infrastructure-site work needed in conjunction with Home Again St. Johns United Service Center. The United Service Center allows for a single-access site for those experiencing or attempting to prevent homelessness as well as veterans and families who are attempting to improve their lives; Habitat for Humanity-\$458,787.27- provide needed infrastructure in order to develop a residential subdivision which will provide a minimum of 18 residences on property located in West St. Augustine on land currently vacant and lacking full vehicular access and necessary infrastructure; Alpha Omega-\$98,930.64- Install the infrastructure associated with a twenty-five thousand square foot, sixty to one-hundred bed housing campus that will include a combination of affordable mixed income permanent housing, permanent supportive housing, and transitional housing; St. Johns Housing Partnership-\$117,965.29- Purchase two parcels of land totaling +.7 acres to build multifamily housing. The multifamily units will provide affordable rental housing for four households; Emergency Services and Homeless Coalition St Johns County-\$60,146.17- renovate three freestanding housing units which are currently vacant or being used as office space and convert them to residences. The renovated residences will be added to ESHC inventory of dwellings which are utilized by homeless families with minor children.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	0
Black or African American	0
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>0</b>
Hispanic	0
Not Hispanic	0

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

### Narrative

According to St. Johns County's current Consolidated Plan, the County recognizes four geographic target areas: West Augustine, Elkton/Armstrong, Flagler Estates, and Hastings. According to the most recent census data there are three census tracts considered Areas of Minority Concentration, more than 50% minority representation, within St. Johns County.

The 2016-2017 Annual Action Plan identifies 2 projects to be implemented in the West Augustine area, West Augustine Drainage Improvements and the Afterschool Tutorial & Enrichment Program. The area population total is 12,657 with a minority concentration of approximately 30% Black or African American. According to Census data, 7,700 residents of this area are low-moderate income, which constitutes approximately 60% of the area population. In addition, the County has designated West Augustine as a Community Redevelopment Area. The West Augustine Community Redevelopment Plan was prepared utilizing input from the community to create redevelopment programs that address the priorities expressed in the meetings of the West Augustine CRA Steering Committee. This target area has high priority needs of infrastructure creation or improvements, affordable housing, public service programs, and home repairs for special needs populations and low income residents.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	799,754	42,744
HOME	HOME		
HOPWA	HOPWA		
ESG	ESG		
Other	Other	1,406,853	1,349,857

Table 3 - Resources Made Available

### Narrative

The St. Johns County Housing and Community Services Department is the lead agency in development, coordination, submission, and implementation of St. Johns County's 2014-2018 Consolidated Plan. During FY '16-'17 the Housing and Community Services Department was responsible for managing the following resources that are designed to address many of the same goals noted in the Consolidated Plan:

St. Johns County also allocated ±\$772,267 in funds (Affordable Housing Grant) that were associated with mitigation designed to address housing needs associated with Development of Regional Impacts in the County. All of the funds were allocated to assist housing needs as they related to individuals who fell between 120% AMI to no income (homeless). The allocations were based on a competitive application process, with all sub grantees being local nonprofits.

Since 2010, a public-private partnership has allowed the County to be awarded a \$5 million Community Workforce Housing Innovative Pilot Program (CWHIP) grant. Upon completion, 111 affordable houses will be built utilizing the County's revolving construction loan program. In 2016, the County utilized this grant to create 7 housing units for non-homeless individuals.

St. Johns County encourages the leveraging of Federal funds through the use of other public and private resources. The County's annual application cycle emphasizes the need to leverage requested funds with other types of private and public funds in order to meet more of the needs within the community.

Annual allocations and program income are generated through the State of Florida's State Housing Initiatives Partnership (SHIP) program and program income.

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Countywide			Planned Activities: Housing Rehabilitation, Homeless Housing Rehab, and Planning & Administration.
Elkton/Armstrong			
Flagler Estates			
Hastings			
West Augustine	43		Planned Activities: West Augustine Drainage Improvements & Afterschool Tutorial & Enrichment Prog

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

The remaining projects shall serve LMI individuals and may include individuals in areas such as, but not limited to: Hastings, St. Augustine Beach, Elkton, Flagler Estates, and other areas.

## **Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

Every reasonable effort is made to leverage financial support from other sources in addition to using federal funds to complete the projects undertaken. CDBG sub-recipients must document the use and search for other funds as part of the application process. No public lands were utilized to address the needs identified in the plan. However, there are statutory requirements that require St. Johns County to maintain an inventory of county-owned properties. Staff is currently in the process of developing an equitable process of distribution to property developers who would agree to improve the properties for affordable housing purposes. Staff has researched other property distribution programs around the nation and attended various educational seminars that deal either directly or indirectly with this subject matter.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	5	0
Number of Non-Homeless households to be provided affordable housing units	13	7
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>18</b>	<b>7</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	15
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	18	33
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>18</b>	<b>48</b>

Table 6 – Number of Households Supported

### Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

All Strategic Plan priority needs were addressed during the 2016-2017 program year with the selection of four projects. Within one month of the start of the program year, St. Johns County was devastated by Hurricane Matthew. The County's CDBG implementation plan was hindered as staff assisted with recovery efforts, including providing referrals for services to individuals impacted by the storm, assisting with the management of the emergency shelters, working with non-profits and other County departments to identify storm-related needs, and applying for \$1.2 million in disaster relief grant funds

funneled through the State Housing Initiatives Partnership (SHIP) grant. SHIP disaster funds were used to rehabilitate 15 homes and provide rentals assistance to 15 households who had been displaced by Hurricane Matthew. During this reporting period, 17 rehabs were also completed that were not directly associated with hurricane relief efforts. Since 2010, a public-private partnership has allowed the County to be awarded a \$5 million Community Workforce Housing Innovative Pilot Program (CWHIP) grant. Upon completion, 111 affordable houses will be built utilizing the County’s revolving construction loan program. In 2016, the County utilized this grant to create 7 housing units for non-homeless individuals. Staff also worked on data compilation for the County’s effort to capture \$47+ million in CDBG-DR funds. An additional full-time employee was added to existing resources and a consultant was retained to provide technical assistance. The consultant has also developed contracts, policies & procedures manuals, grant management timelines, monitoring plans, and a housing rehabilitation manual. Staff also attended numerous training opportunities in an effort to quickly familiarize themselves with the complexities of the CDBG grant.

The Afterschool Tutorial Program was the first project that was fully prepared for execution and final action for this contract was scheduled for the Board of County Commissioners’ meeting on September 19, 2017. Final Action for the Substantial Amendment was also scheduled for this date. However, this Board of County Commissioners’ meeting was postponed until October 3rd, 2017, due to the extensive impact of Hurricane Irma. Staff is currently finalizing implementation processes to successfully implement 2016-2017 and subsequent grant years.

**Discuss how these outcomes will impact future annual action plans.**

Staff is in the process of laying the groundwork to catch up on the 2016-2017 grant year as well as developing processes to successfully implement the 2017-2018 grant year and all of the succeeding grant years to come. During the CAPER reporting period, St. Johns County was again negatively impacted by a hurricane (Irma). Staff has applied for another Disaster Grant, with the State of Florida, and continues to assist with individuals who have been impacted by the storm. Should disastrous weather events occur more frequently, a change in goals as well as an amendment to the County’s Consolidated Plan may be in order. Staff is also working towards increasing communication with the community and increasing technical assistance to the different entities throughout the county. During 2017, staff also began working with the County’s Public Information Office to utilize different types of mediums, including nontraditional types such as social media, to increase communication with the County’s citizens.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0

Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Through collaboration with the St. Johns County Continuum of Care (CoC), along with other organizations, St. Johns County utilizes many avenues to provide outreach and education to the homeless population, including those who are unsheltered. St Johns County CoC has identified "Street Outreach" as an important role in our county's plight to end homelessness. The Street Outreach program has been successful since its implementation a little over two years ago. As of March 2017, the program has been under the direction of St. Francis House. The outreach efforts include assessing the homeless individual/family's needs in order to provide the appropriate housing and supportive services referrals. During FY '16-'17 the Street Outreach, as counted by Home Again and the St. Francis House, provided services to an estimated 369 individuals.

In addition, the Street Outreach program will assist in the identification of unsheltered individuals and the areas in which they live. The program is able to assess each individual by way of a vulnerability assessment, by identifying their most critical needs and helping them to navigate to those resources in an expeditious manner. Recently, the CoC has agreed to transition to a new assessment instrument, the Service Prioritization Decision Assistance Tool (SPDAT), which is an evidence-based approach to assess an individual's or family's acuity to be used during the outreach process. This tool prioritizes who is in the greatest need, and identifies the areas in the person's life where support services are necessary to avoid housing instability in the future. This outreach program will assist these individuals in accessing much needed support services in the areas of medical care, employment, assistance in applying for State, Federal and local programs to help meet their needs, and will assist with the rapid re-housing of these individuals. During FY '16-'17 the CoC utilized SPDAT to assess the needs of 184 individuals.

The St Francis House, an emergency shelter, continues to serve as the main point of access for homeless services in St Johns County despite having been negatively affected by both Hurricane Matthew and Hurricane Irma. The St. Francis House provides 32 beds for individuals and 47 beds for family members. They have an additional 8 overflow beds currently for access by local law enforcement, with 30 under negotiation.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The County continues to provide funding, based on availability, for the operation and maintenance of the emergency shelter, transitional housing facilities and program services provided by these facilities. These facilities provide shelter and supportive services to homeless veterans, homeless families with children, single men and women, including those recently released from incarceration, chronic homeless

and victims of domestic violence. St Johns County CoC will continue to address the needs of emergency shelter and transitional housing in our community by continuing to increase the resources available for emergency case management, increase referrals, and placements in permanent housing. During FY '16-'17 the County, through this funding, was able to provide services to 130 individuals.

The County also works with local housing providers, such as the St. Johns Housing Partnership, to refer individuals who are in need of affordable housing and may be close to homelessness. The County also refers individuals to local housing authorities, Jacksonville Housing authority to the north and the Housing Authority of Flagler County to the south, in an effort to help individuals receive and utilize housing vouchers. St. Johns County typically refers between two and five households every week.

Although transitional housing is no longer a priority in our community, we continue to have programs that assist in the transitional housing for those victims of domestic violence, the elderly, and families with children who are homeless. During FY '16-'17 the County, through this funding, was able to provide services to 691 individuals.

The County continues to work with the CoC toward a goal of "Functional Zero" whereby every person wanting to exit homelessness will be offered appropriate housing within 30 days. By utilizing the Housing Crisis Center and other Crisis Housing resources for emergency shelter and service linkage, homeless persons will receive the support and services best matched to their circumstances.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

St Johns County continues to assist homeless persons and families to transition into permanent supportive/independent housing. The CoC continues to provide ESG funding to support Rapid Re-housing Programs to area agencies and organizations when funding is available. This program provides financial assistance to homeless individuals/families to regain stability in permanent housing. The financial assistance provided through this source may be used for rent and utility assistance as well as assistance with rent and utility deposits. During the state's FY '16-'17 (July to June) the County, through this funding, was able to provide services to 108 individuals.

In addition, the County continues to provide prevention funding for emergency assistance for rent and utilities through their Social Services Division. During FY '16-'17 the County, through this funding, was able to provide services to 117 individuals. The County is also supporting new projects that will increase the number of permanent supportive housing units utilizing its Affordable Housing Grant and SHIP funds.

The County is the recipient of Challenge grant funding to assist in funding of a SSI/SSDI Outreach, Access, and Recovery (SOAR) processor. Individuals can be referred by any community stakeholder to the Social Services Division to initiate the SOAR process. This process assists an individual to secure or restore SSI/SSDI benefits. The County continues to be a leader in the State for successful applications. During FY '16-'17 the the County's SOAR processor assisted 16 clients of which 12 were awarded SSI/SSDI.

The County is collaborating with the CoC, the Affordable Housing Advisory Committee (AHAC), and other community stakeholders to develop strategies to not only increase our affordable and permanent supportive housing stock but also looking at possible funding streams to develop and implement a Tenant Based Rental Assistance Program. Other options include a Housing Reentry Assistance Program and other strategies to increase our resources for permanent supportive housing.

The Affordable Housing Advisory Committee continues to meet and explore affordable housing issues in St. Johns County and how they affect not only those individuals who are seeking housing, but also individuals who are presently homeless.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

St Johns County (SJC) continues to utilize local, state and federal funding when available to support prevention activities designed to help our low-income individuals and families that find themselves at risk of homelessness.

Social Services will continue to provide financial assistance in the form of emergency rent and utility payments to those households at risk of becoming homeless. These prevention funds target those who would become homeless without assistance.

The County continues to partner with area agencies to refer homeless individuals and families who find themselves stranded, to relocation assistance through the St Augustine Police Department. This will allow their return home to out of area relatives.

The County continues to collaborate with community partners to implement a community-wide policy to assist in the discharge of our homeless from hospitals, mental health facilities, and correctional facilities.

The SJC Family Integrity Program (FIP) has a formal protocol for the discharge of youth aging out of foster care. This protocol involves collaboration with the Florida Department of Children & Families (DCF), the FIP Independent Living Case Manager, and other partner agencies to prevent homelessness

for these youths. The intent is to have a smooth transition from foster care to self-sufficiency. During FY '16-'17 the County, through this funding, was able to provide services to 4 individuals.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

St. Johns County does not have a Public Housing Authority. Residents wishing to apply for public housing must apply for a voucher through the Jacksonville Housing Authority (JHA) in neighboring Duval County to the north or the Housing Authority of Flagler County, located in Bunnell, to the south. The St. Johns County Housing & Community Development Department provides support, pertaining to public housing, to the residents of St. Johns County by making referrals to both agencies. The St. Johns County Housing and Community Services Department provides 3 to 5 referrals a week.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

St. Johns County does not have any public housing developments nor does it issue Housing Choice vouchers. However, when individuals seeking housing make contact with the St. Johns Housing & Community Development Department they are often referred to a variety of different services. The Housing and Community Development Department has a staff member assigned to handling these referrals. The Housing and Community Development Department also has a staff member who provides housing and financial counseling. Last year this individual, in conjunction with a non-profit, served over 222 individuals. This staff member is available to provide services to any resident of St. Johns County who is interested in learning more about homeownership and/or financial literacy. They often work with the other members of both the County's Housing Department and the County's Social Services Department to provide these citizens with assistance.

### **Actions taken to provide assistance to troubled PHAs**

Not applicable. St. Johns County does not have a Public Housing Authority.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The St Johns County Affordable Housing Advisory Committee (AHAC) has the responsibility of reviewing and assessing established policies and procedures, ordinances, land development regulations as well as the local government comprehensive plan, and recommending specific action or initiatives to encourage or facilitate affordable housing. The AHAC is required to furnish a report outlining recommendations to the State of Florida once every three years. The most recent report was completed in 2016. The AHAC is currently reviewing existing impediments to affordable housing in hopes of making additional recommendations in the future but is also taking the time to educate its members and the general public on issues surrounding affordable housing. Following the end of 2016, the following summarized incentives and recommendations are currently in place for St Johns County (RES2016-358):

- The preparation of a printed inventory of locally owned public lands suitable for affordable housing.
- The support of development near transportation hubs and major employment centers and mixed-use developments.
- Recommend modification to the Down Payment Assistance guidelines to reflect homeowners who qualify for down payment assistance should only receive an amount necessary to make the home affordable instead of awarding a "flat fee" amount given regardless of their income.
- Credit and credit counseling education is needed and should be performed by certified housing/nonprofit organizations to ensure potential homebuyers have been counseled and are taking standard credit education.
- Work with County Code Enforcement to potentially foreclose on the liens held by the County on properties that are dilapidated and the County has to expend County funds to demolish existing structures that are beyond repair and considered a safety hazard.
- Create a record for existing structures that would qualify for a reduced impact fee credit for the property.
- Make all incentives available to both for-profit and non-profit providers.
- Provide incentives to homebuilders of up to \$25,000 per unit of affordable rental with qualifying rents, and low to moderate income qualified renters.
- Offer down payment assistance subsidy amount for qualified buyers of affordable housing.
- Investigate the potential/requirements for a Community Land Trust.
- Utilize the Housing Finance Authority as housing experts to assist in evaluating proposals and financing pro formas.
- Consider using private funds such as DRI contributions for lower interest rate enticements.
- The County actively promotes economic development through their Economic Development

Office and partnership with the Economic Development Council of the St. Johns County Chamber of Commerce. However, to be completely successful, there should be a higher priority placed on creating more affordable housing.

- Consider reducing landscape requirements for development of affordable housing units.
- Waive water re-use requirements for affordable housing units.
- Use County Inventory of Land for Affordable Housing for joint venture experiments
- Consider removal or reduced percentage rate for bond requirement for roadway improvements if it will serve affordable housing.

### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The County is currently taking the following actions to address those obstacles to meeting underserved needs:

- Provide support to homeless individuals and families, and other underserved populations, by allocating funds to non-profit agencies that provide support to those populations. Including the use of '16-'17 DRI funds (Affordable Housing Grant), which are currently encumbered, to assist underserved populations.
- Promote cooperation between agencies by participating in and providing leadership and technical assistance to the different coordinating bodies in the County, such as but not limited to, the Continuum of Care, the Affordable Housing Advisory Committee, Health and Human Services Advisory Council, and the Housing Finance Authority.
- Search and apply for new funding from Federal and/or State sources to not only implement new programs but also strengthen existing programs and/or perform research to better identify the community needs of local underserved populations.
- Addressing infrastructure deficiencies in low to moderate income areas through CDBG funding.
- Utilizing state funds to perform home rehabilitation work in concentrated areas of individuals with underserved needs, areas such as Lincolnton, Flagler Estates, Elkton, Hastings, and other areas throughout the County. These funds are often leveraged with grant funding associated with the State's Weatherization grant that has been awarded to a local non-profit.
- Providing Homeownership and Financial counseling to the residents of St. Johns County. Last year this service provided assistance to 222 households.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The Florida Department of Health (DOH) is the lead agency for the surveillance and follow-up related to human exposure to hazardous lead-based materials. Florida's Lead Poisoning Prevention Program conducts surveillance of blood lead testing and poisonings in the state, promotes blood lead screening for high-risk populations, and provides information to health care providers, individuals, and businesses on lead poisoning prevention. Statewide program activities include: Surveillance and epidemiology; Lead Poisoning investigation; Primary prevention; and Coordination of care. The County does not have any policies and procedures directly related to LBP and defers to the DOH St. Johns for any potential LBP

exposure to its residents.

Actions to address LBP hazards and to increase access to housing without LBP hazards are supported by the Florida Department of Health (DOH) through integrated partnerships and programs administered by local county health departments. Public health programs administered by the DOH-St. Johns County Health Department include, but are not limited to, the following:

(1) Surveillance and Epidemiology: Tracking and follow-up of reportable conditions such as lead exposure, as well as, case management including risk screenings and home assessments, as needed;

(2) Environmental Public Health: Inspection of limited-use drinking water systems and timely water quality monitoring related to lead and other contaminants; environmental health education;

(3) Public Health Practice and Policy: One of our many community partnerships, the St. Johns County Health Leadership Council convenes the triennial Community Health Assessment (CHA) which uses a formal method to identify key community issues in our community (i.e. safe housing, transportation, etc.) and community health status data (i.e. lead poisoning rates, access to community water systems, etc.). DOH-St. Johns partners with the federally funded Head Start program by serving as a seasonal co-location site to allow for comprehensive screenings (i.e. child development and lead exposure) to children ages 3 to 5.

(4) Healthy Start (a Maternal and Child Health Program): Registered nurses review screenings of pregnant moms and infants then, as needed, conduct home visits which include a safety assessment (i.e. for potential sources of lead exposure) and child developmental screenings. Through the Nurse Case Management Model, those clients living in housing with LBP hazards are provided guidance on how to reduce exposure, and if needed, are provided information on how to access safe housing.

(5) Community Linkages: Because many residents still associate DOH-St. Johns CHD with primary care services / lab testing services, residents frequently contact our Nurse Triage Call Center for referrals/linkages to lead testing locations within the community.

More information concerning the DOH's programs can be found here: <http://www.floridahealth.gov/environmental-health/lead-poisoning/index.html>

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The St. Johns County Building Services Department also provides information concerning LBP hazards on their website, noting that "Contractors in Florida performing renovation, repair and painting projects that disturb lead-based paint in homes, child care facilities, and schools built before 1978 must be

certified and follow specific work practices to prevent lead contamination."

(<http://www.sjcf.us/BuildingServices/>) The Building Services website also provides a link to the United States Environmental Protection Agency webpage concerning the rules and regulations associated with lead-based paint. (<https://www.epa.gov/lead#contractors>)The County is in contract with the St. Johns Housing Partnership to perform rehabilitation work on homes as it pertains to emergency housing needs and utilizing SHIP funds. The Partnership also participates in a number of different programs outside the County's purview, such as the States Weatherization program. Each client assisted within the Partnership's programs, as they pertain to construction work, received a lead-based paint pamphlet that originates from the Federal Environmental Protection Agency. According to the Florida Department of Health, there were no cases of lead poisoning in children aged 0-15 years reported for St Johns County from October 1st 2016 through 30 September 2017.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The County's poverty-reducing goals and policies are established by the Board of County Commissioners who governs and provides direction to all County departments administering poverty-reducing programs. Coordination between departments is facilitated through collaborative planning efforts, participation on coordinating bodies, and program-specific partnerships. St. Johns County has overall objectives and policies in the Comprehensive Plan that are geared toward poverty reduction:

Objective A.1.9 and related policies address mixed use development.

Objective A.1.11 and related policies address efficient and compact development.

Objective A.1.13 and related policies address community and neighborhood creation and preservation.

Objective A.1.21 and related policies address economic development.

Objective A.2.1, applies to the Northwest Sector which allows for an economically diverse area, and

Objective A.3.1 which apply to the Town Center design which allows for economically diverse areas.

In addition to the above the County will continue to:

Upgrade the Community Redevelopment Area (CRA) Housing Stock, which predominantly provides for low income persons and continue its efforts to develop low to moderate income rental housing stock. Housing & Community Services staff attends monthly Weed & Seed meetings (who address housing issues in West Augustine), works with both the County Attorney's office as well as the Code Enforcement Department on code-related housing issues, and attend CRA meetings to stay apprised on housing issues in the County's blighted areas.

Inventory all surplus County-owned land, foreclosed properties, and in-fill opportunities that could be used to promote affordable housing provision and production. The County is currently researching opportunities to distribute these properties, which are approved by the Board of County Commissioners every three years, so that they may be developed for affordable housing purposes.

Strategically work with developers seeking to develop affordable housing projects close to major employment centers and available amenities. The County's Housing staff provides comments and discusses housing development issues with the County's Planning Department on a continuous basis as part of the Development Review Process.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

St. Johns County has a fairly strong institutional delivery system that manages and delivers services from community programs. There are a number of public and private agencies within the County that participate year round in the provision of housing, public services, economic development services, homeless services, and other community development activities including: capital improvements, public facilities and infrastructure. The County also has several groups that collaborate continually to lobby for resources to alleviate identified gaps within the community. These groups include, but are not limited to: Health and Human Services Advisory Council (HHSAC), Health Leadership Council, Behavioral Health Consortium, Continuum of Care (CoC), the Housing Finance Authority (HFA) and the Affordable Housing Advisory Committee (AHAC). Each of these groups has representatives from various agencies, within both the private and public spectrum, that provide services to the institutional delivery system that coincides with the institutional structure of the County. As such, communication between agencies is frequent, goal oriented and aimed at resolving needs and gaps identified within the County. The following are currently underway or will begin during the program year:

- Several groups are currently in the process of updating a Respective Needs assessment. It is expected that a Comprehensive Needs Assessment will be available in spring of 2018 as Flagler Hospital, Department of Health St. Johns County, Health and Human Services Advisory Council, and the Behavioral Health Consortium are currently collaborating on an updated assessment aimed at identifying gaps related to healthcare, mental health, substance abuse and other socio-economic concerns.
- The Continuum of Care is currently working on an updated 10 year Strategic Plan to End Homelessness.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

In addition, and due to our local response to the hurricanes, a number of new agencies and response groups have originated to address social and housing needs in the county. Groups such as Voluntary Organizations Active in Disaster (VOAD) have coordinated communication between agencies, served individuals in needs, evaluated community needs, and meet monthly to discuss storm-related issues. In

addition both the local Chamber of Commerce and the St. Augustine, Ponte Vedra, & the Beaches Visitors & Convention Bureau provided technical assistance and/or referrals as part of hurricane housing recovery efforts.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

On July 8, 2015, the U.S. Department of Housing and Urban Development (HUD) released a final rule on Affirmatively Furthering Fair Housing clarifying and simplifying existing fair housing obligations for HUD grantees to analyze their fair housing landscape and set locally-determined fair housing priorities and goals through an Assessment of Fair Housing (AFH). The rule creates a streamlined AFH planning process, which will help communities analyze challenges to fair housing choice and establish their own goals and priorities to address the fair housing barriers in their community. While the final rule took effect 30 days after publication (July 8, 2015), it was not fully implemented immediately. The initial AFH needs to be submitted at least 270 calendar days before the start of the program participants' new Consolidated Plan year. St. Johns County will not be required to complete its AFH until 270 days prior to its 2021-2025 Consolidated planning cycle and until such time, the County is required to comply with existing requirements.

St. Johns County currently works with St. Johns County Legal Aid located in St. Augustine, FL, in conjunction with their parent organization, Jacksonville Area Legal Aid, with regards to technical assistance with implementing and educating the community on Fair Housing. The county and the CoC work closely with Legal Aid to ensure all Fair Housing and ADA rules and laws are effectively implemented and enforced in all projects. In addition to the Fair Housing and ADA laws the county ensures persons with disabilities and limited English proficiency, which would also include the large hearing impaired community in our county, are fully accommodated through the use of interpreters and translators whenever necessary.

St. Johns County Legal Aid markets its housing and supportive services through an outreach mobile team which goes into the community and reaches those who have special needs and those who would not know about the services, or would not know to apply, without such affirmative outreach. This team is "on the ground" and even "in the woods" as needed to reach those populations who need the services most. This one on one personal relationship creates trust and open communication with special needs and difficult to reach residents.

Per the St. Johns County Silver Creek CDBG agreement (13DB-OI-04-65-01-E07), Legal Aid provides quarterly presentations to a variety of different housing and social service outreach groups. In addition to providing educational materials to these groups, all of these meetings are open to the public. The St. Johns Health and Humans Services Department also provides educational materials, concerning Fair Housing, to different library branches throughout the community. St. Johns County also works in conjunction with Legal Aid with regards to Fair Housing questions and concerns that originate throughout the County.

Financial Counseling is currently being offered by the County to individuals primarily residing in St. Johns County, who are interested in purchasing a home, repairing their credit, and/or building their personal financial knowledge. As part of the implementation of this program with a nonprofit, the County assisted 222 individuals with this program during FY '16-'17.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

St. Johns County is aware of the importance of monitoring as a control technique to ensure the effective and proper use of federal dollars. All aspects of grant overview and continuity, to include monitoring, were affected by hurricane recovery efforts, a staff that has largely been exposed to the nuances of the CDBG grant for the first time, and the additional pressures placed on staff by the expanding economy. Regardless of this challenging transition, the St. Johns County Housing and Community Development staff is preparing itself to perform monitoring activities and has established administrative and program files in both paper and electronic format.

The St. Johns County Housing and Community Development staff is developing a Policies and Procedures Manual, with a goal of completion no later than March 2018, to include long-term compliance monitoring as it relates to CDBG, SHIP, and other grant program requirements overseen by the department.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

A display ad was placed in the local newspaper, per the County's Participation Plan (approved 2016), the St. Augustine Record, posted on the County's website, and posted on the bulletin board inside the County Courthouse and the Health and Human Services Building on 12/4/17, noticing the public that the CAPER was available for review and comment. The ad provided locations where the CAPER could be reviewed and the address for providing written comments as well as the timeline for public comment and submission to HUD. On December 19, 2017, County staff submitted the CAPER via a public meeting with the St. Johns Board of County Commissioners. A copy of the ad is attached. The County was prepared to offer reasonable accommodations to disabled citizens should it have been requested.

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives**

**and indications of how the jurisdiction would change its programs as a result of its experiences.**

St. Johns County is still in the initial steps of implementing its first entitlement CDBG grant. The County continues to develop processes and seek ways to utilize grant funds and CDBG funds together in an effort to assist those in our community with underserved needs. Leveraging both direct and indirect efforts with public funding is currently encouraged to possibly supplement federal funds and increase the resources available to address community needs. A full-time employee has also been hired to assist in the primary management of the CDBG grant. The County has provided this employee support by having him attend training sessions in an effort to both strengthen and increase the efficiency associated with the management of the grant. County staff also attends meetings dealing with both blighted areas and LMI areas of the County, in an effort to identify County-wide needs and educate the general public on the CDBG grant.

Should disastrous weather events occur more frequently, a change in goals as well as an amendment to the County's Consolidated Plan may be in order.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

## **CR-45 - CDBG 91.520(c)**

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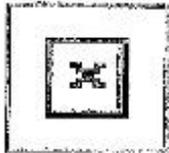
**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

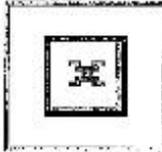
**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

# **Attachment**

## **PR26 - CDBG Financial Summary Report**



<b>PART I: SUMMARY OF CDBG RESOURCES</b>		
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR		757,009.00
02 ENTITLEMENT GRANT		799,754.00
03 SURPLUS URBAN RENEWAL		0.00
04 SECTION 108 GUARANTEED LOAN FUNDS		0.00
05 CURRENT YEAR PROGRAM INCOME		0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SE TYPE)		0.00
06 FUNDS RETURNED TO THE LOANS-ON-CREDIT		0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT		0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE		0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)		1,556,763.00
<b>PART II: SUMMARY OF CDBG EXPENDITURES</b>		
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION		0.00
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT		0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)		0.00
12 DISBURSED IN JOBS FOR PLANNING/ADMINISTRATION		47,744.47
13 DISBURSED IN JOBS FOR SECTION 108 REPAYMENTS		0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES		0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)		47,744.47
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)		1,509,018.53
<b>PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD</b>		
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS		0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING		0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES		0.00
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT		0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)		0.00
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)		0.00%
<b>LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS</b>		
23 PROGRAM YEAR(S) COVERED BY CERTIFICATION	FF: FF: FF:	
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION		0.00
25 CUMULATIVE HOUSEHOLDS BENEFITTING LOW/MOD PERSONS		0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)		0.00%
<b>PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS</b>		
27 DISBURSED IN JOBS FOR PUBLIC SERVICES		0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR		0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR		0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS		0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 + LINE 29 + LINE 30)		0.00
32 ENTITLEMENT GRANT		799,754.00
33 PRIOR YEAR PROGRAM INCOME		0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP		0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)		799,754.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)		0.00%
<b>PART V: PLANNING AND ADMINISTRATION (PA) CAP</b>		
37 DISBURSED IN JOBS FOR PLANNING/ADMINISTRATION		47,744.47
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR		0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR		0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS		0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 + LINE 39 + LINE 40)		47,744.47
42 ENTITLEMENT GRANT		799,754.00
43 CURRENT YEAR PROGRAM INCOME		0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP		0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)		799,754.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)		5.97%



LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17  
 Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18  
 Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19  
 Report returned no data.

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27  
 Report returned no data.

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount	
2015	5	11	6083753	Administration	21A		\$3,594.05	
2016	5	11	6093454	Administration	21A		\$26,227.12	
2016	5	11	6095376	Administration	21A		\$14,908.80	
						21A	Matrix Code	\$42,744.47
<b>Total</b>								<b>\$42,744.47</b>