

**RESOLUTION NO. 2017- 420**

**A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR OR HIS DESIGNEE TO SUBMIT A SUBSTANTIAL AMMENDMENT TO THE 2016-2017 ACTION PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.**

**RECITALS**

**WHEREAS**, the County prepared a 2016–2020 Consolidated Plan and a 2016–2017 Action Plan for the purpose of submitting an application for Community Development Block Grant (CDBG) entitlement funding through the U.S. Department of Housing and Urban Development (HUD);

**WHEREAS**, HUD has awarded the County a grant, in the amount of \$799,754, to assist the County in providing benefits to low and moderate income residents in accordance with the 2016 – 2020 Consolidated Plan and the 2016–2017 Action Plan;

**WHEREAS**, the County allocated \$159,951 for Planning and Administration functions, but only spent \$42,744 to execute eligible functions. Therefore, \$117,207 from the Planning and Administration must be re-allocated to another eligible project. Additionally, \$90,661 was originally allocated for Homeless Housing Rehabilitation. However, HUD later determined that this project was ineligible for funding.

**WHEREAS**, the need to re-allocate \$117,207 from Administration and Planning and re-allocate \$90,661 from Homeless Housing Rehabilitation will result in increasing the allocation for the West Augustine Drainage Improvement project so that the new allocation will be \$508,270.

**WHEREAS**, HUD regulations specify that a Substantial Amendment must be made to the 2016–2017 Action Plan so that the funds may be spent as indicated above.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY:**

**Section 1.** The above recitals are incorporated by reference into the body of this resolution and such recitals are adopted as findings of fact.

**Section 2.** The Board of County Commissioners authorizes the Chair to sign a letter, addressed to the HUD Senior Community Planning and Development Representative, which provides details of the amendments.

**Section 3.** The Board of County Commissioners authorizes the County Administrator, or his designee, to submit the amendment to the 2016-2017 Annual Action Plan through HUD's Integrated Disbursement and Information System.

**Section 7.** To the extent that there are typographical or administrative errors or omissions that do not change the tone, tenor, or context of this resolution, this resolution may be revised without subsequent approval of the Board of County Commissioners.

**Section 8.** This resolution shall become effective immediately upon adoption.

**PASSED AND ADOPTED** by the Board of County Commissioners of St. Johns County this 19<sup>th</sup> day of December 2017.

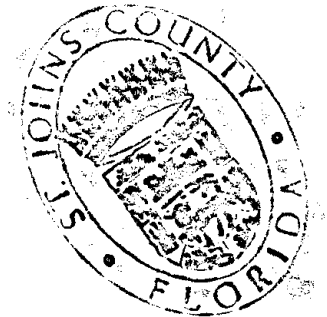
BOARD OF COUNTY  
COMMISSIONERS OF ST. JOHNS  
COUNTY

By: Henry Dean  
Henry Dean, Chair

ATTEST: Hunter S. Conrad, Clerk

By: Pam Halterman  
Deputy Clerk

RENDITION DATE 12/21/17





## St. Johns County Board of County Commissioners

Housing & Community Development

St. Johns County Board of County Commissioners  
Housing & Community Development Division  
200 San Sebastian View  
Suite 2300  
St. Augustine, FL 32084

November 17, 2017

Ms. Debra Dye  
Senior Community Planning and Development Representative  
US Department of Housing and Urban Development  
Community Planning and Development Division  
Charles E. Bennett Federal Building  
400 West Bay Street  
Suite 1015  
Jacksonville, FL 32202

Dear Ms. Dye,

St. Johns County values the Community Development Block Grant (CDBG) for the benefits it provides to the County's low/moderate income residents. The County appreciates the guidance of the U.S. Department of Housing and Urban Development (HUD) as we implement our CDBG program. At this time, the County wishes to inform HUD of the need to make a Substantial Amendment to the 2016-2017 Action Plan.

This Substantial Amendment is necessitated by the need to decrease the funds allocated for Administration and Planning, by \$117,207, and to eliminate the funding of \$90,661, which was allocated for Homeless Housing Rehabilitation.

The reduction of funds related to Administration and Planning is due to the fact that only \$42,744 was needed to execute eligible functions during the 2017-2017 grant year. The funding for the Homeless Housing Rehabilitation was eliminated due to HUD determining that the intended project was not eligible, according to HUD regulations.

This Substantial Amendment will increase the amount of funds allocated to the West Augustine Drainage Improvement project so that the new allocation will be \$508,270. This increase in the allotment for this project is due to the reduction of funds to the two projects mentioned in the paragraph above.

The wording of the amended portions of the 2017 Action Plan can be seen below, with the changes highlighted in yellow:

## AP-20 Annual Goals and Objectives

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Home Repair/Rehabilitation	2016	2020	Affordable Housing	Countywide	Rehabilitation of Existing Housing	CDBG: \$208,000	Homeowner Housing Rehabilitated: 13 Household Housing Unit
2	Public Facility or Infrastructure Activities	2016	2020	Non-Housing Community Development	West Augustine	Public Facilities and Infrastructure	CDBG: \$508,270	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 350 Households Assisted
3	Public Services	2016	2020	Non-Housing Community Development	West Augustine	Public Services	CDBG: \$40,740	Public service activities for Low/Moderate Income Housing Benefit: 30 Households Assisted
4	Homeless Services and Prevention	2016	2020	Homeless	Countywide	Homeless Services and Prevention	CDBG: \$0	Rental units rehabilitated: 5 Household Housing Unit
5	Planning and Administration	2016	2020	Administration	Countywide	Administration	CDBG: \$42,744	Other: 0 Other

Table 1 – Goals Summary

### AP-38 Project Summary

1	<b>Project Name</b>	Countywide Housing Rehab
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Home Repair/Rehabilitation
	<b>Needs Addressed</b>	Rehabilitation of Existing Housing
	<b>Funding</b>	CDBG: \$208,000
	<b>Description</b>	Home repair activities to benefit approximately 13 households.
	<b>Target Date</b>	9/30/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 13 low income, elderly, and/or disabled households will benefit from the home repairs.
	<b>Location Description</b>	Countywide
	<b>Planned Activities</b>	Home repairs
2	<b>Project Name</b>	West Augustine Drainage Improvements
	<b>Target Area</b>	West Augustine
	<b>Goals Supported</b>	Public Facility or Infrastructure Activities
	<b>Needs Addressed</b>	Public Facilities and Infrastructure
	<b>Funding</b>	CDBG: \$508,270
	<b>Description</b>	This activity includes replacement of failing drainage infrastructure.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 350 households, of which 90% are low- to moderate-income residents, will benefit from this activity.
	<b>Location Description</b>	Francis Street to North Volusia Street
	<b>Planned Activities</b>	This activity includes replacement of failing drainage infrastructure.
3	<b>Project Name</b>	Afterschool Tutorial & Enrichment Program
	<b>Target Area</b>	West Augustine
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$40,740
	<b>Description</b>	This activity will provide 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.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 30 eligible school aged children will be tutored during the program year.

	<b>Location Description</b>	The program will be offered at three different sites in the West Augustine area.
	<b>Planned Activities</b>	This activity will provide 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.
4	<b>Project Name</b>	Homeless Housing Rehabilitation
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Homeless Services and Prevention
	<b>Needs Addressed</b>	Homeless Services and Prevention
	<b>Funding</b>	CDBG: \$0
	<b>Description</b>	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.
	<b>Target Date</b>	9/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will serve 5 homeless households.
	<b>Location Description</b>	57, 58, 59, 60, and 61 Chapin Street, St. Augustine, FL 32084
	<b>Planned Activities</b>	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.
5	<b>Project Name</b>	Planning and Administration
	<b>Target Area</b>	Countywide
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	CDBG: \$42,744
	<b>Description</b>	Provide grant administration structure for the planning, implementation, management, and HUD compliance oversight of the CDBG program.
	<b>Target Date</b>	9/30/2017

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project is administrative and therefore does not produce accomplishment data.
<b>Location Description</b>	N/A
<b>Planned Activities</b>	Provide grant administration structure for the planning, implementation, management, and administration of CDBG activities.

On behalf of the St. Johns County Board of County Commissioners, I wish to thank HUD for the assistance provided to deliver the CDBG program to the citizens of St. Johns County.

Sincerely,

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Henry Dean, Chair

THE ST. AUGUSTINE RECORD

SJC HOUSING & COMMUNITY SERVICE
ATTN: MARY GARCIA
200 SAN SEBASTIAN VIEW STE 2300
SAINT AUGUSTINE FL 32084

Ref.#: 17499401D
P.O.#:

PUBLISHED EVERY MORNING SUNDAY THRU SATURDAY
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

STATE OF FLORIDA,
COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared JAMIE WILLIAMS

who on oath says that he/she is an Employee of the St. Augustine Record,
a daily newspaper published at St. Augustine in St. Johns County, Florida:

that the attached copy of advertisement being a NOTICE OF HEARING

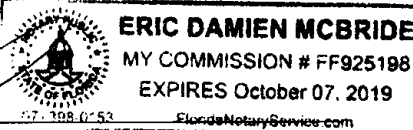
In the matter of PROPOSED SUBSTANTIAL - PROPOSED SUBSTANTIAL

was published in said newspaper on 11/19/2017

Affiant further says that the St. Augustine Record is a newspaper published
at St. Augustine, in said St. Johns County, Florida, and that the said newspaper
heretofore has been continuously published in said St. Johns County, Florida,
each day and has been entered as second class mail matter at the post office in the
City of St. Augustine, in said St. Johns County, for a period of one year preceding
the first publication of the copy of advertisement; and affiant further says that
he/she has neither paid nor promised any person, firm or corporation any discount,
rebate, commission or refund for the purpose of securing the advertisement for
publication in the said newspaper.

Sworn to and subscribed before me this NOV 20 2017 day of

by Jamie Williams who is personally known to me
or who has produced as identification



(Signature of Notary Public)

(Seal)

Notice to Citizens:
St. Johns County independently receives Community Development Block
Grant (CDBG) funds as an entitlement community. This program is admin-
istered through the U.S. Department of Housing and Urban Development
(HUD) for the benefit of low/moderate income residents. St. Johns County
uses CDBG funds within the unincorporated areas of the County and within
the city limits of St. Augustine Beach. The County's other cities do not par-
ticipate in this particular CDBG program. The County has prepared a Con-
solidated Plan and an Action Plan as required by HUD to receive CDBG
funding. These plans lay out how the funds will be used for qualifying pur-
poses such as projects, programs and administration. St. Johns County is
considering a Substantial Amendment to its 2016-17 Annual Action Plan.

Funding for 2016-2017:
For the 2016-2017 Fiscal Year, HUD allocated \$799,754 for St. Johns County.
The 2016-2017 Action Plan provided for the following expenditures on
projects related to the priorities of the Consolidated Plan:
Home Repair/Rehabilitation - \$268,000 for repair activities county-wide.
Public Facility or Infrastructure Activities - \$300,402 for drainage improve-
ment activities in West Augustine.
Public Services - \$40,749 for after-school tutorial and enrichment programs in
West Augustine.
Homeless Housing Rehabilitation - \$90,603 to repair housing units for 5 home-
less households.
Administration and Planning - \$159,951 for expenses deemed eligible per HUD
regulations.

The proposed Substantial Amendment will increase the funding and scope
of the project identified as Public Facility or Infrastructure Activities - for
drainage improvement activities in West Augustine. It is requested that the
funding for this project be increased by \$207,400. The amount of funding for
the above-mentioned project will be adjusted accordingly. The
amount of funding for Administration and Planning is \$159,951 and
by either...

Public Comment Period:
As required by HUD, the proposed Substantial Amendment to the 2016-2017
Annual Action Plan is available for review Monday - Friday, 9:00 AM - 5:00
PM at the Health and Human Services Department, 200 San Sebastian View,
Suite 2300, St. Augustine, FL 32084. Additionally, the Consolidated Plan and
the 2016-2017 Annual Action Plan can be viewed on the St. Johns County
website: http://www.sjcl.us/HousingIndex.aspx. The public comment period
is November 19, 2017 through December 19, 2017. Comments from the public
are encouraged and will be accepted during this thirty (30) day period at the
Health and Human Services Department at 200 San Sebastian View, Suite
2300, St. Augustine, FL 32084. Comments can also be given by calling
904-827-6590 or emailed to housing@sjcl.us. A written response will be given
within fifteen (15) days to all written comments received. For additional
information, please contact Greg Luikosa at 904-827-6877.

Public Hearings:
Two public hearings regarding this Substantial Amendment are scheduled.
The first will be held on November 27, 2017 at 3:00 p.m. at the Health and
Human Services Department located at 200 San Sebastian View, East
Conference Room, St. Augustine, FL 32084. In accordance with the
Americans with Disabilities Act, persons needing a special accommodation to
participate in these proceedings should contact the ADA Coordinator at
(904) 209-0456, or at the County Administration Building at 200 San Sebastian
View, St. Augustine, Florida 32084. For deaf and/or hard of hearing
individuals: Telecommunications Device for the Deaf (TDD): (904) 209-0456,
or the Florida Relay Service: (800) 933-8779. To request services, please
notify the County by November 22, 2017. The second public hearing shall be
held on the Final Action associated with the plan (see below).

Final Action:
The Substantial Amendment to the 2016-2017 Action Plan is scheduled for
Board action on December 19, 2017 at the regularly scheduled meeting of
the Board of County Commissioners, at 9:00 a.m., in the County Commission
Chambers, 200 San Sebastian View, St. Augustine, Florida 32084.

Response to Citizen Comments: A written response will be given within 15
days, to all written comments received.

17499401A November 19, 2017