

RESOLUTION NO. 2017- 321

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 2016-2020 CONSOLIDATED PLAN AND 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 budgeted twenty percent of the grant award for required Planning and Administration functions; but due to administrative oversight, a separate goal and project for Planning and Administration were not listed in the 2016–2020 Consolidated Plan or the 2016–2017 Action Plan, as required by HUD;

WHEREAS, a Substantial Amendment must be made to both the 2016–2020 Consolidated Plan and a 2016–2017 Action Plan to add both the goal and project of Planning and Administration so that the funds allocated for the Planning and Administration functions can be spent in accordance with HUD regulations;

WHEREAS, the Substantial Amendment will not decrease the amount of money allocated for the other projects already identified in the 2016–2017 Action Plan. However, the addition of the Planning and Administration goal and project will benefit the timely and accurate implementation of the other projects identified in the 2016–2017 Action Plan.

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 amendments to the 2016-2020 Consolidated Plan and 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 3 day of Oct 2017.

BOARD OF COUNTY
COMMISSIONERS OF ST. JOHNS
COUNTY

By: _____
James K. Johns, Chair

ATTEST, Hunter S. Conrad, Clerk

By: Sam Halterman
Deputy Clerk





St. Johns County Board of County Commissioners

Office of the County Administrator

St. Johns County Board of County Commissioners
500 San Sebastian View
St. Augustine, FL 32084

August 15, 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 2016-2020 Consolidated Plan and the 2016-2017 Action Plan.

During the initial CDBG budgeting process, St. Johns County staff set aside twenty percent (20%) of the 2016-2017 allocation for administrative costs, as per HUD regulations. However, as the result of an administrative oversight, the administrative costs were not established as a separate goal/project. St. Johns County seeks to remedy this administrative oversight through the Substantial Amendment process by adding the goal of Planning and Administration to the 2016-2020 Consolidated Plan and adding the goal and project of Planning and Administration to the 2016-2017 Action Plan. This Substantial Amendment will not decrease the amount of money allocated for the projects already identified in the 2016-2017 Action Plan.

The Substantial Amendment will include the following actions:

- 1.) Adding a sixth goal and description, for Planning and Administration, to SP-45 Goals Summary – 91.215(a)(4)
- 2.) Adding a fifth goal, for Planning and Administration, to AP-20 Annual Goals and Objectives

- 3.) Amending the text and adding a fifth project, for Planning and Administration, AP-35 Projects – 91.220(d).
- 4.) Adding a fifth project and description, for Planning and Administration, to AP-38 Project Summary

The wording of the amended portions of the Consolidated Plan and Action Plan can be seen below:

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Administration and Planning	2016	2020	Administration	Countywide	Administration	CDBG: \$797,955	Other: 0 Other

Goal Descriptions

6	Goal Name	Planning and Administration
	Goal Description	Provide grant administration structure for the planning, implementation, management, and HUD compliance oversight of the CDBG program.

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
5	Planning and Administration	2016	2020	Administration	Countywide	Administration	CDBG: \$159,951	Other: 0 Other

Table 1 – Goals Summary

AP-35 Projects – 91.220(d)

Introduction

The Annual Action Plan identifies a total of five projects to be funded by the CDBG program. These projects include public services, infrastructure, homeless activities, and home repairs/rehabilitation, as well as allowable administrative costs.

Projects

#	Project Name
5	Planning and Administration

Table 2 – Project Information

AP-38 Project Summary

5	Project Name	Planning and Administration
	Target Area	Countywide
	Goals Supported	Planning and Administration
	Needs Addressed	Administration

Funding	CDBG: \$159,951
Description	Provide grant administration structure for the planning, implementation, management, and HUD compliance oversight of the CDBG program.
Target Date	9/30/2017
Estimate the number and type of families that will benefit from the proposed activities	This project is administrative and therefore does not produce accomplishment data.
Location Description	N/A
Planned Activities	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,

James K. Johns, Chair
St. Johns County, FL Board of County Commissioners

THE ST. AUGUSTINE RECORD

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

Ref.#: 17421781D
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 **SUBSTANTIAL AMENDMEN - SUBSTANTIAL AMENDM**
was published in said newspaper on **09/17/2017**

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 _____ day of **SEP 18 2017**
by Jamie Williams who is personally known to me
or who has produced as identification

[Signature]
(Signature of Notary Public)

ERIC DAMIEN MCBRIDE
MY COMMISSION # FF925198
EXPIRES October 07, 2019
FloridaNotaryServices.com
(Seal)

Notice to Citizens:
Final Action on the proposed Substantial Amendment to the Consolidated Plan and the 2016-2017 Annual Action Plan has been moved to the next regularly scheduled meeting of the Board of County Commissioners on October 3, 2017. The Substantial Amendment had been on the agenda for the September 19, 2017 meeting of the Board of County Commissioners; however, this meeting was cancelled due to the impact of Hurricane Irma. Please read below for additional information.

St. Johns County independently receives Community Development Block Grant (CDBG) funds as an entitlement community. This program is administered 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 participate in this particular CDBG program. The County has prepared a Consolidated 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 purposes such as projects, programs and administration. St. Johns County is considering a Substantial Amendment to its Consolidated Plan and the 2016-17 Annual Action Plan.

Consolidated Plan:
The Five Year Consolidated Plan was prepared by St. Johns County and includes a discussion of needs and strategies to meet those needs. It was developed with participation from County staff and other eligible housing and social service providers, and public hearings, meetings, and discussions were held to address community needs. As a result of this process, the following were developed:

- Priority #1- Rehabilitation of Existing Housing:** Provide housing for moderate individuals (including but not limited to elderly, disabled and veterans) below 50% AAI.
- Priority #2- Public Facilities and Infrastructure:** Provision of adequate infrastructure and public facility to ensure their operation at an efficient level of service and enhance the livability of low- and moderate income neighborhoods.
- Priority #3 - Public Services:** Public service provided will enhance the living environment of the targeted population by addressing basic needs that they do not have nor the economic means to adequately provide for themselves.
- Priority #4 -Homeless Assistance:** Provide housing and support services to assist individuals and families who are homeless or at risk of becoming homeless.
- Priority #5 -Affordable Housing:** Increase the supply of affordable rental housing available to very- low, low, moderate, and middle-income residents as well as veterans, elderly, disabled, and homeless persons through new construction or acquisition.

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 - \$208,000 for repair activities county-wide.
• Public Facility or Infrastructure Activities - \$300,482 for drainage improvement activities in West Augustine.
• Public Services - \$40,740 for after-school tutorial and enrichment programs in West Augustine.
• Homeless Housing Rehabilitation - \$90,661 to repair housing units for 5 homeless households.

The proposed Substantial Amendment will not decrease the amount of money allocated for the projects already identified in the Action Plan. HUD regulations allow for twenty percent (20%) of CDBG funds allocated to the County to be spent on approved administrative costs associated with establishing and maintaining a CDBG program. During the CDBG budgeting process, St. Johns County staff set aside twenty percent (20%) of the 2016-2017 allocation for administrative costs as per the HUD regulations. As a result of an administrative oversight, the administrative costs were not established as a separate goal as required by HUD. St. Johns County seeks to remedy this administrative oversight through the Substantial Amendment process by adding the goal of Planning and Administration to the Consolidated Plan and adding the goal and project of Planning and Administration to the 2016-2017 Action Plan.

Public Comment Period:
As required by HUD, the proposed Substantial Amendment to the Consolidated Plan and the 2016-2017 Annual Action Plan are available for review Monday - Friday, 8:00 AM - 5:00 PM at the Health and Human Services Department at 200 San Sebastian View, Suite 2300, St. Augustine, FL 32084. The documents can also be viewed on the St. Johns County website: <http://www.sjcf.us/Housing/index.aspx>. The public comment period began on August 20, 2017 and has been extended through October 3, 2017. Comments from the public are encouraged and will be accepted during this 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 904-827-6890 or emailed to housing@sjcf.us. A written response will be given within fifteen (15) days, to all written comments received. For additional information, please contact Greg Lulkoski at 904-827-6897.

Public Hearings:
Two public hearings regarding this Substantial Amendment have been scheduled. The first was held on September 5, 2017 at 3:00 p.m. at the Health and Human Services Department located at 200 San Sebastian View; St. Augustine, FL 32084. The second public hearing shall be held as the Final Action associated with the plan (see below).

Final Action:
The Substantial Amendment to the Consolidated Plan and the 2016-2017 Action Plan is scheduled for Board action on October 3, 2017, at the regularly scheduled meeting of the Board of County Commissioners, at 9:00 a.m., in the County Commission Chambers, 500 San Sebastian View, St. Augustine, Florida 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) 209-0650, or at the County Administration Building at 500 San Sebastian View, St. Augustine, Florida 32084. For deaf and/or hard of hearing individuals: Telecommunications Device for the Deaf (TDD): (904) 209-0650, or the Florida Relay Service: (800) 955-8770. To request services, please notify the County by September 23, 2017.

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