

LEGISLATIVE FACT SHEET

DATE: 05/20/25 BT or RC No: BT26-003
(Administration & City Council Bills)

SPONSOR: Neighborhoods Department / Housing and Community Development Division
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentations: _____

Provide Name: Tavis Jeffrey, Clerk

Contact Numl 904-255-8227

Email Address tjeffrey@coj.net

PURPOSE: White Paper (Explain Why this legislation is necessary? Provide; Who, What, When, Where, How and the Impact.) Council Research will complete this form for Council introduced legislation and the Administration is responsible for all other legislation. (Minimum of 350 words - Maximum of 1 page.)

Public Law 116-260 appropriates funding received from the U.S. Department of Housing and Urban Development ("HUD") for the HOME Investment Partnership ("HOME") program administered by the Housing and Community Development Division. The HOME program is distributed on a formula basis to state and local governments which choose how to invest the funds to best meet local housing needs. HOME funds must be used to assist low- and very low-income households. This assistance can be provided in a number of different ways, and through a range of housing activities, including rehabilitation, new construction, and direct assistance to tenants and homebuyers. This appropriation includes \$410,275.53 in current year's program income and reprogrammed \$1,815,396.64 in reprogrammed

APPROPRIATION: Total Amount Appropriated: \$5,472,888.89 as follows:

List the source name and provide Object and Subobject Numbers for each category listed below:

(Name of Fund as it will appear in title of legislation)

Name of Federal Funding Source(s)	From: U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT	Amount: \$5,472,888.89
	To: HOME INVESTMENT PARTNESHIP (HOME) PROGRAM	Amount: \$5,472,888.89

Name of State Funding Source(s)	From: _____	Amount: _____
	To: _____	Amount: _____

Name of City of Jacksonville Funding Source(s)	From: _____	Amount: _____
	To: _____	Amount: _____

Name of In-Kind Contribution(s):	From: _____	Amount: _____
	To: _____	Amount: _____

Name & Number of Bond Account(s):	From: _____	Amount: _____
	To: _____	Amount: _____

PLAIN LANGUAGE OF APPROPRIATION / FINANCIAL IMPACT / OTHER:

Explain: Where are the funds coming from, going to, how will the funds be used? Does the funding require a match? Is the funding for a specific time frame? Will there be an ongoing maintenance? ... and staffing obligation? Per Chapters 122 & 106 regarding funding of anticipated post-construction operation costs.

(Minimum of 350 words - Maximum of 1 page.)

The U.S. Department of Housing and Urban Development ("HUD"), through the HOME Investment Partnerships Program ("HOME"), provides formula grants to States and localities to strengthen communities and expand the supply of decent, safe, sanitary and affordable housing - to fund a multiple year housing strategies through acquisition, rehabilitation, rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low and very low income people.

The funds being appropriated within this legislation will be spent for the City's Limited Repair Program, development subsidies for certified Community Housing Development Organizations ("CHDOs"), and a revolving loan fund and the costs associated with the administration and delivery of the program. The City does not contribute general funds to the administration or delivery of this program and all positions are authorized and funded through the grant.

The City of Jacksonville must obligate all funds, except for the amount designated for administrative costs, within five years after HUD signs the grant agreement. All grant funds must be expended within eight years after HUD signs the grant agreement. Additional obligation and expenditure requirements are specified at 24 CFR Part 92.

Some special conditions apply to the use of HOME funds. Jurisdictions must match every dollar of HOME funds used (except for administrative costs) with 25 cents from nonfederal sources, which may include donated materials or labor, the value of donated property, proceeds from bond financing, and other resources. The City meets this match requirement by utilizing State Housing Initiative Partnership ("SHIP") funds for activities and recipients that are eligible under the HOME program.

ACTION ITEMS: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

ACTION ITEMS: **Yes** **No**

Emergency? ☐ ☒

Justification of Emergency: If yes, explanation must include detailed nature of emergency.

Federal or State
Mandate? ☐ ☒

Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision.

Fiscal Year
Carryover? ☐ ☒

Note: If yes, note must include explanation of all-year subfund carryover language.

CIP Amendment? ☐ ☒

Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.

Contract /
Agreement
Approval? ☐ ☒

Attachment & Explanation: If yes, attach the Contract / Agreement and name of Department (and contact name) that will provide oversight. Indicate if negotiations are on-going and with whom. Has OGC reviewed / drafted?

Related RC/BT? ☒ ☐

Attachment: If yes, attach appropriate RC/BT form(s).

Waiver of Code? ☐ ☒

Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper.

Code Exception? ☐ ☒

Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.

Related Enacted
Ordinances? ☐ ☒

Code Reference: If yes, identify related code section(s) and ordinance reference number in the box below and provide detailed explanation and any changes necessary within white paper.

ACTION ITEMS CONTINUED: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

ACTION ITEMS: Yes No

Continuation of Grant?

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Explanation: How will the funds be used? Does the funding require a match? Is the funding for a specific time frame and/or multi-year? If multi-year, note year of grant? Are there long-term implications for the General Fund?

The funds being appropriated within this legislation will be spent for the City's Limited Repair Program, development subsidies for certified Community Housing Development Organizations ("CHDOs"), and a revolving loan fund and the costs associated with the administration and delivery of the program. The City does not contribute general funds to the administration or delivery of this program and all positions are authorized and funded through the grant. This appropriation includes \$410,275.53, and \$1,815,396.64 in program income.

The City of Jacksonville must obligate all funds, except for the amount designated for administrative costs, within eight years after HUD signs the grant agreement. All grant funds must be expended within eight years after HUD signs the grant agreement. Additional obligation and expenditure requirements are specified at 24 CFR Part 92.

Some special conditions apply to the use of HOME funds. Jurisdictions must match every dollar of HOME funds used (except for administrative costs) with 25 cents from nonfederal sources, which may include donated materials or labor, the value of donated property, proceeds from bond financing, and other resources. The City meets this match requirement by utilizing State Housing Initiative Partnership ("SHIP") funds for activities and recipients that are eligible under the HOME program.

Surplus Property Certification?

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Attachment: If yes, attach appropriate form(s).

Reporting Requirements?

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Explanation: List agencies (including City Council / Auditor) to receive reports and frequency of reports, including when reports are due. Provide Department (include contact name and telephone number) responsible for generating reports.

BUSINESS IMPACT ESTIMATE

Pursuant to Section 166.041(4), F.S., the City is required to prepare a Business Impact Estimate for ordinances that are NOT exempt from this requirement. A list of ordinance exemptions are provided below. Please check all exemption boxes that apply to this ordinance. If an exemption is applicable, a Business Impact Estimate IS NOT required.

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The proposed ordinance is required for compliance with Federal or State law or regulation;

☐

The proposed ordinance relates to the issuance or refinancing of debt;

☒

The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;

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The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;

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The proposed ordinance is an emergency ordinance;

☐

The ordinance relates to procurement; or


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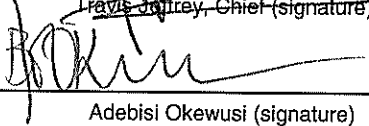
The proposed ordinance is enacted to implement the following:

a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county

- and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
- b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

If none of the boxes above are checked, then a Business Impact Estimate IS REQUIRED to be prepared by the using agency/office/department and submitted in the MBRC filing packet along with the memorandum request, legislative fact sheet, etc. A Business Impact Estimate form can be found at: <https://www.coj.net/departments/finance/budget/mayor-s-budget-review-committee>

Division Chief:  Date: 5/20/2025
Travis Jeffrey, Chief (signature)

Prepared By:  Date: 5/20/2025
Adebisi Okewusi (signature)

ADMINISTRATIVE TRANSMITTAL

To: MBRC, c/o the Budget Office, St. James Suite 325

Thru: Thomas B. Waters, Director, Neighborhoods Department
(Name, Job Title, Department)

Phone: 904-255-8742 E-mail: Twaters@coj.net

From: Travis Jeffrey, Chief, Housing and Community Development Division
Initiating Department Representative (Name, Job Title, Department)

Phone: 904-255-8227 E-mail: Tjeffrey@coj.net

Primary Contact: Travis Jeffrey, Chief, Housing and Community Development Division
(Name, Job Title, Department)

Phone: 904-255-8227 E-mail: Tjeffrey@coj.net

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor

Phone: 904-667-9326 E-mail: Bnorris@coj.net

COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL

To: Mary Staffopoulos, Office of General Counsel, St. James Suite 480

Phone: 904-255-5062

E-mail: mstaff@coj.net

From:

Initiating Council Member / Independent Agency / Constitutional Officer

Phone: _____

E-mail: _____

Primary

Contact: _____
(Name, Job Title, Department)

Phone: _____

E-mail: _____

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor

Phone: 904-667-9326

E-mail: Bnorris@coj.net

Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.

Independent Agency Action Item:

Yes

No

Boards Action / Resolution?

☒ x

Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?

Yes, JHCDC vote on 4/23/2025.

FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED