

1 Introduced by the Council President at the request of the Mayor:  
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4 **ORDINANCE 2022-864**

5 AN ORDINANCE APPROPRIATING \$3,330,234.89 IN  
6 ADDITIONAL REALLOCATED EMERGENCY RENTAL  
7 ASSISTANCE PROGRAM GRANT FUNDS FROM THE U.S.  
8 DEPARTMENT OF TREASURY TO PROVIDE EMERGENCY RENT  
9 AND UTILITY ASSISTANCE TO ELIGIBLE HOUSEHOLDS IN  
10 ACCORDANCE WITH THE EMERGENCY RENTAL ASSISTANCE  
11 PROGRAM (THE "ERA PROGRAM") ESTABLISHED BY  
12 SECTION 501 OF DIVISION N OF THE CONSOLIDATED  
13 APPROPRIATIONS ACT, 2021 (THE "ACT") TO MITIGATE  
14 THE IMPACTS OF THE CORONAVIRUS ("COVID-19")  
15 PANDEMIC, AS INITIATED BY B.T. 23-026; APPROVING  
16 AND AUTHORIZING THE MAYOR, OR HIS DESIGNEE, AND  
17 THE CORPORATION SECRETARY TO EXECUTE AND DELIVER  
18 AN AMENDMENT TO THE FEDERAL SUBRECIPIENT  
19 AGREEMENT BETWEEN THE CITY OF JACKSONVILLE AND  
20 CIVITAS COMMUNITY DEVELOPMENT, LLC D/B/A  
21 CIVITAS, LLC; WAIVING SECTION 110.112 (ADVANCE  
22 OF CITY FUNDS; PROHIBITION AGAINST), PART 1 (THE  
23 CITY TREASURY), CHAPTER 110 (CITY TREASURY),  
24 *ORDINANCE CODE*, TO ALLOW FOR ADVANCE PAYMENT TO  
25 CIVITAS, LLC AS DESCRIBED IN THIS ORDINANCE;  
26 FURTHER AUTHORIZATIONS; PROVIDING FOR OVERSIGHT  
27 BY THE NEIGHBORHOODS DEPARTMENT, HOUSING AND  
28 COMMUNITY DEVELOPMENT DIVISION; REQUESTING  
29 EMERGENCY PASSAGE UPON INTRODUCTION; PROVIDING  
30 AN EFFECTIVE DATE.  
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1 **BE IT ORDAINED** by the Council of the City of Jacksonville:

2 **Section 1. Appropriation.** For the 2022-2023 fiscal year,  
3 within the City's budget, there are hereby appropriated the indicated  
4 sum(s) from the account(s) listed in subsection (a) to the account(s)  
5 listed in subsection (b):

6 (B.T. 23-026 attached hereto as **Exhibit 1** and incorporated herein by  
7 this reference)

8 (a) Appropriated from:

9 See B.T. 23-026 \$3,330,234.89

10 (b) Appropriated to:

11 See B.T. 23-026 \$3,330,234.89

12 (c) Explanation of Appropriation:

13 The funding above is an appropriation of additional  
14 Emergency Rental Assistance Program grant funds, made  
15 available to the City through a reallocation of ERA Program  
16 grant funds by the U.S. Department of Treasury under  
17 Section 501(d) of the Act, in the amount of \$3,330,234.89  
18 (the "ERAP Funds"). The ERAP Funds will be used to provide  
19 emergency rent and utility assistance to eligible  
20 households in accordance with the ERA Program established  
21 by the Act to mitigate the impacts of COVID-19. A total  
22 of up to ten percent (10%) of the ERAP Funds reallocated  
23 to the City may be set aside for administrative expenses.  
24 The funds retained for administrative costs will be paid  
25 to Civitas Community Development, LLC d/b/a Civitas, LLC  
26 ("Civitas") for the provision of services related to  
27 administration of the ERA Program as outlined herein.

28 **Section 2. Purpose.** The purpose of the appropriation in  
29 Section 1 is to provide emergency rent and utility assistance to  
30 eligible households in Duval County to mitigate the impacts of COVID-  
31 19. The City will continue to partner with Civitas for efficient

1 administration of the ERA Program and distribution of these additional  
2 ERAP Funds to eligible families in Duval County in accordance with  
3 the Act.

4 The Act provides that the ERAP Funds may be used for payment of  
5 rent, rent arrears, utilities and home energy costs, utilities and  
6 home energy costs arrears, and other expenses related to housing  
7 incurred due, directly or indirectly, to the COVID-19 pandemic. The  
8 ERAP Funds may be used to cover costs incurred by eligible households  
9 between March 13, 2020 through December 29, 2022 and can be applied  
10 to cover up to fifteen (15) months of rent and utility and home energy  
11 costs, including arrears, for an eligible household and may also be  
12 used to cover up to three (3) months of prospective rent payments,  
13 subject to certain limitations provided in the Act and the  
14 availability of any remaining ERAP Funds. Distribution of the ERAP  
15 Funds and local administration of the ERA Program shall be conducted  
16 in compliance with the Act.

17 **Section 3. Amendment to Agreement Approved and Execution**

18 **Authorized.** The Mayor, or his designee, and the Corporation Secretary  
19 are hereby authorized to execute and deliver an amendment to the  
20 Federal Subrecipient Agreement between the City of Jacksonville and  
21 Civitas Community Development, LLC d/b/a Civitas, LLC ("Civitas"),  
22 approved and authorized by Ordinance 2021-670-E (the "Agreement"),  
23 as amended by Ordinance 2022-370-E, to increase the maximum  
24 indebtedness by \$3,330,234.89, for a new total maximum indebtedness  
25 of \$36,333,567.92 for the Agreement. The Agreement provides that  
26 Civitas will assist the City in administration of the ERA Program and  
27 distribution of ERA Program funds. This increase to the maximum  
28 indebtedness will pay the costs of the additional services Civitas  
29 will provide in distributing the additional reallocated ERAP Funds  
30 appropriated by this Ordinance. The ERAP Funds will be disbursed to  
31 Civitas as needed based on the applications received and confirmed

1 eligible for funding. A total of \$2,997,211.40 from the ERAP Funds  
2 will be for direct assistance to eligible households in Duval County  
3 and the entirety of the remaining \$333,023.49 will be set aside for  
4 Civitas' administrative costs. The administrative costs will be paid  
5 monthly, on a reimbursement basis, in accordance with the terms of  
6 the Agreement.

7 **Section 4. Waiving Section 110.112, Ordinance Code.**

8 Section 110.112 (Advance of City funds; prohibition against), Part 1  
9 (The City Treasury), Chapter 110 (City Treasury), *Ordinance Code*, is  
10 hereby waived to allow for advance payment of \$2,997,211.40 (the full  
11 amount set aside for grants and aid to eligible households) to Civitas  
12 for direct assistance to eligible households upon execution of the  
13 Agreement amendment authorized herein.

14 **Section 5. Further Authorizations.** The Mayor, or his

15 designee, is hereby authorized to reallocate ERAP Funds as necessary  
16 to effectuate the intent of this Ordinance, so long as any such  
17 reallocation is consistent with the Act and all other laws, rules and  
18 regulations applicable to the ERA Program and expenditure of the ERAP  
19 Funds. The Mayor, or his designee, is further authorized to procure  
20 services and support from additional subcontractors and vendors,  
21 subject to the provisions of Chapter 126, *Ordinance Code*, as needed  
22 for effective and efficient administration of the ERA Program,  
23 consistent with the intent of the Act and this Ordinance.

24 **Section 6. Oversight Department.** The Neighborhoods

25 Department, Housing and Community Development Division, shall provide  
26 oversight of the contracts and expenditures authorized hereunder.

27 **Section 7. Requesting Emergency Passage Upon Introduction**

28 **Pursuant to Council Rule 4.901 Emergency.** Emergency passage upon  
29 introduction of this legislation is requested. The nature of the  
30 emergency is that the City received notification of the award of  
31 these additional ERAP Funds on November 1, 2022 with a requirement

1 that the funds be obligated by December 29, 2022.

2           **Section 8.           Effective Date.**   This Ordinance shall become  
3 effective upon signature by the Mayor or upon becoming effective  
4 without the Mayor's signature.

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6 Form Approved:

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8                     /s/ Mary E. Staffopoulos          

9 Office of General Counsel

10 Legislation prepared by: Mary E. Staffopoulos

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