

1 Introduced by the Council President at the request of the Mayor:

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4 **ORDINANCE 2022-370**

5 AN ORDINANCE APPROPRIATING \$2,935,060.96 IN
6 REALLOCATED EMERGENCY RENTAL ASSISTANCE PROGRAM
7 GRANT FUNDS FROM THE U.S. DEPARTMENT OF TREASURY
8 TO PROVIDE EMERGENCY RENT AND UTILITY ASSISTANCE
9 TO ELIGIBLE HOUSEHOLDS IN ACCORDANCE WITH THE
10 EMERGENCY RENTAL ASSISTANCE PROGRAM (THE "ERA
11 PROGRAM") ESTABLISHED BY SECTION 501 OF DIVISION
12 N OF THE CONSOLIDATED APPROPRIATIONS ACT, 2021
13 (THE "ACT") TO MITIGATE THE IMPACTS OF THE
14 CORONAVIRUS ("COVID-19") PANDEMIC, AS INITIATED
15 BY B.T. 22-070; APPROVING AND AUTHORIZING THE
16 MAYOR, OR HIS DESIGNEE, AND THE CORPORATION
17 SECRETARY TO EXECUTE AND DELIVER AN AMENDMENT TO
18 THE FEDERAL SUBRECIPIENT AGREEMENT BETWEEN THE
19 CITY OF JACKSONVILLE AND CIVITAS COMMUNITY
20 DEVELOPMENT, LLC D/B/A CIVITAS, LLC; WAIVING
21 SECTION 110.112 (ADVANCE OF CITY FUNDS;
22 PROHIBITION AGAINST), PART 1 (THE CITY
23 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 HOUSING AND COMMUNITY DEVELOPMENT
28 DIVISION, NEIGHBORHOODS DEPARTMENT; PROVIDING
29 AN EFFECTIVE DATE.

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31 **BE IT ORDAINED** by the Council of the City of Jacksonville:

1 **Section 1. Appropriation.** For the 2021-2022 fiscal year,
2 within the City's budget, there are hereby appropriated the indicated
3 sum(s) from the account(s) listed in subsection (a) to the account(s)
4 listed in subsection (b):

5 (B.T. 22-070 attached hereto as **Exhibit 1** and incorporated herein by
6 this reference)

7 (a) Appropriated from:

8 See B.T. 22-070 \$2,935,060.96

9 (b) Appropriated to:

10 See B.T. 22-070 \$2,935,060.96

11 (c) Explanation of Appropriation:

12 The funding above is an appropriation of Emergency Rental
13 Assistance Program grant funds, made available to the City
14 through a reallocation of ERA Program grant funds by the
15 U.S. Department of Treasury under Section 501(d) of the
16 Act, in the amount of \$2,935,060.96 (the "ERAP Funds").
17 The ERAP Funds will be used to provide emergency rent and
18 utility assistance to eligible households in accordance
19 with the ERA Program established by the Act to mitigate
20 the impacts of COVID-19. A total of up to 10 percent (10%)
21 of the ERAP Funds reallocated to the City may be set aside
22 for administrative expenses. A portion of the funds
23 retained for administrative costs will be paid to Civitas
24 Community Development, LLC d/b/a Civitas, LLC ("Civitas")
25 for the provision of services related to administration of
26 the ERA Program as outlined herein.

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

1 ERAP Funds to eligible families in Duval County in accordance with
2 the Act.

3 The Act provides that the ERAP Funds may be used for payment of
4 rent, rent arrears, utilities and home energy costs, utilities and
5 home energy costs arrears, and other expenses related to housing
6 incurred due, directly or indirectly, to the COVID-19 pandemic. The
7 ERAP Funds may be used to cover costs incurred by eligible households
8 between March 13, 2020 through September 30, 2022 and can be applied
9 to cover up to fifteen (15) months of rent and utility and home energy
10 costs, including arrears, for an eligible household and may also be
11 used to cover up to three (3) months of prospective rent payments,
12 subject to certain limitations provided in the Act and the
13 availability of any remaining ERAP Funds. Distribution of the ERAP
14 Funds and local administration of the ERA Program shall be conducted
15 in compliance with the Act.

16 **Section 3. Amendment Approved and Execution Authorized.**

17 The Mayor, or his designee, and the Corporation Secretary are hereby
18 authorized to execute and deliver an amendment to the Federal
19 Subrecipient Agreement between the City of Jacksonville and Civitas
20 Community Development, LLC d/b/a Civitas, LLC ("Civitas"), approved
21 and authorized by Ordinance 2021-670-E (the "Agreement"), to increase
22 the maximum indebtedness by \$2,935,060.96, for a new total maximum
23 indebtedness of \$33,003,333.03 for the Agreement. The Agreement
24 provides that Civitas will assist the City in administration of the
25 ERA Program and distribution of ERA Program funds. This increase to
26 the maximum indebtedness will pay the costs of the additional services
27 Civitas will provide in distributing the reallocated ERAP Funds
28 appropriated by this Ordinance. The ERAP Funds will be disbursed to
29 Civitas as needed based on the applications received and confirmed
30 eligible for funding. A total of \$2,714,931.39 from the reallocated
31 ERAP Funds will be for direct assistance to eligible households in

1 Duval County and the remaining \$220,129.57 will be set aside for
2 Civitas' administrative costs. The administrative costs will be paid
3 monthly, on a reimbursement basis, in accordance with the terms of
4 the Agreement.

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

6 Section 110.112 (Advance of City funds; prohibition against), Part 1
7 (The City Treasury), Chapter 110 (City Treasury), *Ordinance Code*, is
8 hereby waived to allow for advance payment to Civitas as described
9 in Section 3.

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

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

20 **Section 6. Oversight Department.** The Housing and

21 Community Development Division, Neighborhoods Department shall
22 provide oversight of the contracts and expenditures authorized
23 hereunder.

24 **Section 7. Effective Date.** This Ordinance shall become

25 effective upon signature by the Mayor or upon becoming effective
26 without the Mayor's signature.

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1 Form Approved:

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3 /s/ Mary E. Staffopoulos

4 Office of General Counsel

5 Legislation prepared by: Mary E. Staffopoulos

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