

1 Introduced by Council Member Salem:
2
3

4 **ORDINANCE 2023-804**

5 AN ORDINANCE AMENDING SECTION 111.270
6 (HOMELESSNESS INITIATIVES SPECIAL REVENUE
7 FUND), PART 2 (HEALTH AND HUMAN SERVICES),
8 CHAPTER 111 (SPECIAL REVENUE AND TRUST
9 ACCOUNTS), *ORDINANCE CODE*, TO AUTHORIZE
10 EXPENDITURE OF UP TO TEN PERCENT (10%) OF FUNDS
11 APPROPRIATED FROM THE HOMELESSNESS INITIATIVES
12 SPECIAL REVENUE FUND TO HOMELESS DIVERSION
13 SERVICES PROVIDERS FOR ADMINISTRATIVE COSTS;
14 APPROPRIATING \$200,000 FROM THE CONTINGENCY
15 ACCOUNT TO THE SUBSIDIES AND CONTRIBUTIONS TO
16 PRIVATE ORGANIZATIONS ACCOUNT WITHIN THE
17 HOMELESSNESS INITIATIVES SPECIAL REVENUE FUND TO
18 PROVIDE FUNDING TO I.M. SULZBACHER CENTER FOR
19 THE HOMELESS, INC. ("SULZBACHER") FOR THE
20 HOMELESS DIVERSION PROGRAM DESCRIBED HEREIN;
21 INVOKING THE EXEMPTION IN SECTION 126.107(G)
22 (EXEMPTIONS), PART 1 (GENERAL REGULATIONS),
23 CHAPTER 126 (PROCUREMENT CODE), *ORDINANCE CODE*,
24 TO ALLOW FOR A DIRECT CONTRACT WITH SULZBACHER;
25 WAIVING SECTION 118.107 (NONPROFITS TO RECEIVE
26 FUNDING THROUGH A COMPETITIVE EVALUATED AWARD
27 PROCESS), PART 1 (GENERAL PROVISIONS), CHAPTER
28 118 (CITY GRANTS), *ORDINANCE CODE*, TO ALLOW FOR
29 A DIRECT CONTRACT WITH SULZBACHER; WAIVING
30 SUBSECTION 118.301(A)(3)(II), PART 3
31 (ADMINISTRATION OF CITY GRANTS), CHAPTER 118

1 (CITY GRANTS), *ORDINANCE CODE*, TO ALLOW FOR USE
2 OF CITY FUNDS FOR SECURITY AND UTILITY DEPOSITS;
3 APPROVING, AND AUTHORIZING THE MAYOR, OR HER
4 DESIGNEE, AND THE CORPORATION SECRETARY TO
5 EXECUTE AND DELIVER ON BEHALF OF THE CITY AN
6 AGREEMENT BETWEEN THE CITY OF JACKSONVILLE AND
7 I.M. SULZBACHER CENTER FOR THE HOMELESS, INC.
8 FOR THE HOMELESS DIVERSION PROGRAM; PROVIDING
9 FOR REPORTING; PROVIDING FOR OVERSIGHT BY THE
10 GRANTS AND CONTRACTS COMPLIANCE DIVISION OF THE
11 FINANCE AND ADMINISTRATION DEPARTMENT;
12 PROVIDING AN EFFECTIVE DATE.

13
14 **BE IT ORDAINED** by the Council of the City of Jacksonville:

15 **Section 1. Amending Section 111.270 (Homelessness**
16 **Initiatives Special Revenue Fund), Part 2 (Health and Human Services),**
17 **Chapter 111 (Special Revenue and Trust Accounts), Ordinance Code.**
18 Section 111.270 (Homelessness Initiatives Special Revenue Fund), Part
19 2 (Health and Human Services), Chapter 111 (Special Revenue and Trust
20 Accounts), *Ordinance Code*, is hereby amended to read as follows:

21 **CHAPTER 111. SPECIAL REVENUE AND TRUST ACCOUNTS**

22 * * *

23 **PART 2. HEALTH AND HUMAN SERVICES**

24 * * *

25 **Sec. 111.270. - Homelessness Initiatives Special Revenue Fund.**

26 There is hereby created a permanent Special Revenue Fund of the
27 City to be known as the *Homelessness Initiatives Special Revenue Fund*
28 (hereinafter the "Fund") into which shall be deposited all payments,
29 contributions, or donations of money, including gifts and grants,
30 received for the purpose of assisting first-time homeless individuals
31 or families to obtain temporary or permanent housing and other basic

1 necessities (e.g. rent and/or utility assistance, security and other
2 housing deposits, food, personal hygiene items, transportation
3 vouchers, etc.). Funds shall be allocated to Duval County residents
4 only who are at immediate risk of becoming homeless.
5 Individuals/families qualified to receive this funding may receive a
6 one-time payment of up to a maximum of \$1,500.00 per calendar year
7 from this Fund. All sums placed into the Fund, which shall include
8 any interest earned or accrued thereon, shall be appropriated by the
9 Council prior to expenditure, and shall be utilized for funding
10 consistent with the purposes of this Fund. These funds shall be
11 appropriated at a minimum on an annual basis in conjunction with the
12 annual budget in an amount not-to-exceed twenty percent (20%) of the
13 available balance within the Fund as of September 30 of the
14 immediately preceding fiscal year. Any entity receiving funds from
15 the Fund for the provision of services to Duval County residents as
16 outlined herein may use up to ten percent (10%) of the total funds
17 disbursed to said entity for administrative costs to provide the
18 services. The City Council may authorize an amount of less than ten
19 percent (10%) for administrative costs in any appropriation. Monies
20 deposited in the Fund shall not lapse but shall carry over to the
21 next fiscal year. This Fund shall be overseen and administered by the
22 Grants and Contract Compliance Division of the Finance and
23 Administration Department. An annual report of expenditures from this
24 Fund shall be provided to the Council on or before November 30 each
25 year.

26 **Section 2. Appropriation.** For the 2023-2024 fiscal year,
27 within the City's budget, there are hereby appropriated the indicated
28 sum(s) from the account(s) listed in subsection (a) to the account(s)
29 listed in subsection (b):

30 (The account information is attached hereto as **Exhibit 1** and
31 incorporated herein by this reference)

1 (a) Appropriated from:

2 See **Exhibit 1** \$200,000

3 (b) Appropriated to:

4 See **Exhibit 1** \$200,000

5 (c) Explanation of Appropriation:

6 The funding above is an appropriation of \$200,000 from the
7 Contingency account to the Subsidies and Contributions to
8 Private Organizations account within the Homelessness
9 Initiatives Special Revenue Fund to provide funding to I.M.
10 Sulzbacher Center for the Homeless, Inc. ("Sulzbacher")
11 for the Homeless Diversion Program (the "Program").

12 **Section 3. Purpose.** The purpose of the appropriation in
13 Section 2 is to provide funding from the City of Jacksonville to
14 Sulzbacher for the provision of homeless diversion services to
15 eligible residents of Duval County as outlined in **Exhibit 2**, attached
16 hereto and incorporated herein by this reference. Sulzbacher will
17 administer the Homeless Diversion Program through its Urban Rest Stop
18 which will act as the single point of entry for clients of the
19 Program. The Program will target individuals and families who are
20 without permanent housing and who are seeking entry into the shelter
21 system. The purpose of the Program is to keep those individuals and
22 families who are at immediate risk of becoming homeless out of the
23 "homeless system" by providing case management services and financial
24 assistance for qualified expenses such as temporary hotel placement,
25 vehicle repairs, moving assistance, child-care assistance, security
26 deposits, and utility deposits at a maximum cost of up to \$1,500 per
27 household. Sulzbacher also intends to hire an experienced trainer to
28 provide diversion training programs for interested community partners
29 and agencies. Finally, Sulzbacher is committed to raising additional
30 public and private funds for deposit in the City's Homelessness
31 Initiatives Special Revenue Fund for the provision of additional

1 homeless diversion services in furtherance of the goals of the Special
2 Revenue Fund.

3 **Section 4. Invoking the Exemption in Section 126.107(g),**
4 **Ordinance Code.** The City is hereby authorized to directly procure
5 the professional services of I.M. Sulzbacher Center for the Homeless,
6 Inc. for the provision of homeless diversion services. Pursuant to
7 Section 126.107(g) (Exemptions), Part 1 (General Regulations),
8 Chapter 126 (Procurement Code), *Ordinance Code*, such procurement is
9 exempted from competitive solicitation because the supplies or
10 services are to be provided by those specifically prescribed within
11 authorizing legislation that appropriates the same. With the
12 exception of the foregoing, all other provisions of Chapter 126,
13 *Ordinance Code*, shall remain in full force and effect.

14 **Section 5. Waiver of Section 118.107, Ordinance Code.** The
15 provisions of Section 118.107 (Nonprofits to receive funding through
16 a competitive evaluated award process), Part 1 (General Provisions),
17 Chapter 118 (City Grants), *Ordinance Code*, are hereby waived to allow
18 for a direct contract with I.M. Sulzbacher Center for the Homeless,
19 Inc. Sulzbacher is uniquely situated to provide the services described
20 herein because the Urban Rest Stop, which will serve as the primary
21 location for eligible clients to request and receive homeless
22 diversion services, is an existing center that already serves as a
23 location where individuals who are homeless or who are at risk of
24 becoming homeless can receive a variety of services. Because this
25 center is currently operational, this will allow Homeless Diversion
26 Program services to immediately commence.

27 **Section 6. Waiver of Subsection 118.301(a)(3)(ii),**
28 **Ordinance Code.** Subsection 118.301(a)(3)(ii), Part 3 (Administration
29 of City Grants), Chapter 118 (City Grants), *Ordinance Code*, is hereby
30 waived to allow for use of a portion of the City funds for security
31 and/or utility deposits for qualified households receiving assistance

1 through the Program.

2 **Section 7. Approval and Authorization to Execute.** There is
3 hereby approved, and the Mayor, or her designee, and the Corporation
4 Secretary are hereby authorized to execute and deliver on behalf of
5 the City an agreement with I.M. Center for the Homeless, Inc. in an
6 amount not-to-exceed \$200,000, subject to the Scope of Services and
7 Budget more particularly described in **Exhibit 2**, for a term commencing
8 January 1, 2024 through September 30, 2024, and all other contracts
9 and documents, including extensions, renewals and amendments to the
10 agreement, and to otherwise take all action necessary to effectuate
11 the intent of this Ordinance, subject to appropriate legal review and
12 approval by the General Counsel, or his or her designee, and the
13 City's Risk Management Division for appropriate insurance and
14 indemnification requirements in accordance with Section 128.601,
15 *Ordinance Code.*

16 **Section 8. Reporting.** Sulzbacher shall provide quarterly
17 reports regarding Program outcomes to the Neighborhoods, Community
18 Services, Public Safety and Health Committee. Each report shall, at
19 a minimum, provide the information outlined in **Exhibit 2**.

20 **Section 9. Oversight Department.** The Grants and
21 Contract Compliance Division of the Finance and Administration
22 Department shall oversee the project described herein.

23 **Section 10. Effective Date.** This Ordinance shall become
24 effective upon signature by the Mayor or upon becoming effective
25 without the Mayor's signature.

26 Form Approved:

27
28 /s/ Mary E. Staffopoulos

29 Office of General Counsel

30 Legislation Prepared By: Mary E. Staffopoulos

31 GC-#1598405-v3-Sulzbacher_-_Homeless_Diversion_Svcs_(Salem).docx