

ORDINANCE NO. 16102

FILE OF CITY COUNCIL

BILL NO. 9 - 2025

INTRODUCED BY

JANUARY 15, 2025

AN ORDINANCE

Amending the 2025 General Fund budget to fund the Unsheltered Services Coordinator in the Dept. of Community and Economic Development (DCED) Health Bureau.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: The General Fund budget be amended by transferring \$150,000.00 from the Health Bureau, Administration program to a new Health Bureau, Unsheltered Coordination Services program to fund the Unsheltered Services Coordinator position (11N), with a total annual salary of \$68,987.00 in the following manner:

| <u>FROM</u> | | |
|--|-------------------------------------|---------------------|
| General Fund, DCED, Health Bureau, Administration Program: | | |
| 000-09-0908-0001-46 | | <u>\$150,000.00</u> |
| | TOTAL | \$150,000.00 |
| <u>TO</u> | | |
| General Fund, DCED, Health Bureau, Unhoused Coordination Services Program: | | |
| 000-09-0908-0021-02 | Permanent Wages | \$68,987.00 |
| 000-09-0908-0021-12 | FICA/Medicare | \$5,277.51 |
| 000-09-0908-0021-14 | Pension | \$10,504.00 |
| 000-09-0908-0021-16 | Insurance-Employee Group | \$28,040.00 |
| 000-09-0908-0021-31 | Software | \$15,000.00 |
| 000-09-0908-0021-34 | Training & Professional Development | \$7,191.49 |
| 000-09-0908-0021-46 | Contract/Services Fees | <u>\$15,000.00</u> |
| | TOTAL | \$150,000.00 |

SECTION TWO: That this Ordinance will take effect ten (10) days after final passage.

SECTION THREE: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

AMENDMENT TO HAVE THE FIRST ONE IN LETTER D TO CHANGE THE WORD ALL TO THE MAJORITY OF AND ADD TO THE JOB DESCRIPTION TO ASK FOR LIVED EXPERIENCE AS A SKILLSET, PASSED 7 – 0

| | Yea | Nay |
|---------------------------|-----|-----|
| Candida Affa | X | |
| Ce-Ce Gerlach | X | |
| Cynthia Y. Mota | X | |
| Santo Napoli | X | |
| Natalie Santos | X | |
| Ed Zucal | X | |
| Daryl Hendricks, Pres. | X | |
| TOTAL | 7 | 0 |

I hereby certify that the foregoing Ordinance was passed by City Council on February 5, 2025 and signed by the Mayor on February 7, 2025.



CITY CLERK

- **What department or bureau is this bill originating from? Where did the initiative for the bill originate?**

DCED, Health

- **Summary and facts of the bill.**

Council passed Bill 97 amending the 2025 General Fund budget to include an Unhoused Services Coordinator as a position in the Health Bureau, allocating \$150,000. This Bill creates the position of the Unhoused Services Coordinator.

- **Purpose – Please include the following in your explanation:**

- a. **What does the bill do? What are the specific goals or tasks the bill seeks to accomplish?**

This bill creates the position of an Unhoused Services Coordinator for the City of Allentown which was added to the 2025 budget through Bill 97. This position will perform a variety of duties in unhoused services and other related program areas and as applicable including developing and maintaining a comprehensive strategic plan for addressing homelessness in the City of Allentown; working in partnership with City departments as well as both new and established outside partner agencies; coordinating efforts by City and outside agencies to meet the needs of the unhoused and unstably housed; providing education and outreach to the community; collecting, analyzing, and reporting data to and from partner agencies; and participating in other related task forces or groups.

- b. **What are the benefits of doing this? What are the drawbacks?**

It creates the position of the Unhoused Services Coordinator whose funds were voted on by Council at the 12/18 meeting. This position will enable the city to strategize around how to support and coordinate services for the unhoused population in the city as well as coordinate agencies within the City and County to direct resources effectively.

- c. **How does this bill relate to the City's vision/mission/priorities?**

This supports the City's mission of a safer, cleaner and healthier Allentown as well as trying to provide equitable services and resources to all Allentonians, including our unhoused population.

- **Financial Impact – Please include the following in your explanation:**

- a. **Cost (initial and ongoing)**

Council allocated \$150,000 to support salary and other expenses.

- b. **Benefits (initial and ongoing)**

Streamline city resources and services to potentially decrease costs when responding to situations involving the unhoused community; collect and analyze data more effectively to understand the problem affecting residents as well as leverage data to gain additional funding for the City and its community partners.

- **Funding Sources – Please include the following in your explanation:**

a. If transferring funds, please make sure to give specific account names and numbers.

If appropriating funds from a grant, please list the agency awarding the grant.

This funding for this position was allocated to 000-09-0908-0001-46 as a placeholder in 2025 Budget Amendment #2. This ordinance creates a new program within the Health Bureau and transfers the funding to the below accounts. The position will be an 11N – Exempt with \$150,000 allocated to support salary and other operational expenses.

| | | |
|---------------------------------------|-------------|---|
| 000-09-0908-0021-02 Perm Wages | \$68,987.00 | |
| 000-09-0908-0021-12 FICA | \$5,277.51 | |
| 000-09-0908-0021-14 Pension | \$10,504.00 | |
| 000-09-0908-0021-16 Insurance | \$28,040.00 | |
| 000-09-0908-0021-31 Software | \$15,000.00 | Expand the Health Bureau's ESRI contract to utilize ESRI for a comprehensive unhoused census project for the city to collect data on the unhoused population. |
| 000-09-0908-0021-34 Training | \$7,191.49 | Professional Development costs for the new position |
| 000-09-0908-0021-46 Contract Services | \$15,000.00 | Earmarked for a third-party consultant to assist in the development of a strategic plan for the City to address homelessness over the next 5 years |

- **Priority status – Are there any deadlines to be aware of?**

The need for the position is immediate.

- **Why should Council unanimously support this bill?**

Council approved the adding of funds for this position to the 2025 budget – this creates the position of Unhoused Services Coordinator within the City.