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PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: July 20, 2010

☐ Consent ☐ Regular

Department: Housing & Community Development

☒ Public Hearing

Submitted by: Housing & Community Development

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: **A) adopt** a Resolution approving the Palm Beach County Action Plan (AP) for FY 2010-2011; and **B) authorize** the Chairman, or his designee, to execute Standard Forms 424 and Certifications for submission to the U.S. Department of Housing and Urban Development (HUD) to receive FY 2010-2011 formula grant funding through the Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG), and HOME Investment Partnerships (HOME) Programs.

Summary: Federal Regulation 24 CFR Part 91 requires Palm Beach County to submit an Action Plan (AP) to HUD no later than August 16, 2010 in order to receive CDBG, ESG, and HOME entitlement grant allocations for FY 2010-2011 totaling \$10,428,309. Failure to meet the deadline will automatically result in the loss of funds for the upcoming year. The Palm Beach County Action Plan for FY 2010-2011 outlines the recommended expenditures of HUD entitlement grants as follow: CDBG - \$7,351,246 (plus program income of \$150,000); ESG - \$299,384; and HOME - \$2,777,679. A summary of the draft Plan and a Notice of Public Hearing were published on June 20, 2010. Comments received as a result of the Public Notice and meetings were summarized and added to the plans, as required by HUD regulations. The CDBG recommendations follow Board of County Commissioners directions (October 28, 2008 workshop) including placing a priority on activities addressing homelessness. The 100% ESG required local match will be provided by the 10 ESG-funded agencies. The 25% HOME required local match (\$595,084) will be provided from State Housing Initiatives Partnership (SHIP) Program income. **These are Federal Funds of which the ESG and HOME Programs require a local match.** Countywide (TKF)

Background and Policy Issues: (Continued on page 3)

Attachments:

- A. Resolution (3 originals)
- B. Standard Forms 424 for CDBG, ESG, and HOME Programs (3 originals of each);
- C. Certifications (3 originals of each);
- D. CDBG Funding Recommendations for FY 2010-2011;
- E. ESG Funding Recommendations for FY 2010-2011;
- F. HOME Program Description for FY 2010-2011;
- G. Proof of Publication and Copy of Notice of Public Hearing; and
- H. Palm Beach County Action Plan for FY 2010-2011.

Recommended By: 

Department Director

7/2/2010

Date

Approved By: 

Assistant County Administrator

7/15/10

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years:	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Capital Expenditures:	_____	_____	_____	_____	_____
Operating Costs:	_____	<u>\$10,428,309</u>	_____	_____	_____
External Revenues:	_____	<u>(\$10,428,309)</u>	_____	_____	_____
Program Income (County):	_____	_____	_____	_____	_____
In-Kind Match (County):	_____	_____	_____	_____	_____
NET FISCAL IMPACT:	<u>-0-</u>	_____	_____	_____	_____

OF ADDITIONAL FTE

POSITIONS (Cumulative): N/A _____

Is Item Included In Proposed Budget? Yes X No _____
Budget Account #: Fund various Agency 143 Unit various Object various Program
Code/Period various

B. Recommended Sources of Funds/Summary of Fiscal Impact:

This Agenda Item will approve funding recommendations for the following programs: CDBG - \$7,351,246 (plus program income of \$150,000); ESG - \$299,384; and HOME - \$2,777,679.

C. Departmental Fiscal Review:


Shairette Major, Fiscal Manager I

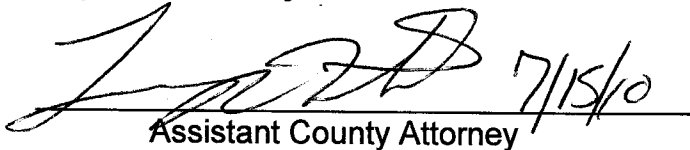
III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:


OFMB
7/13/10


Contract Administration
7/14/10

B. Legal Sufficiency:


Assistant County Attorney
7/15/10

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

Background and Policy Issues (continued from page 1):

The U.S. Department of Housing and Urban Development (HUD) through Federal Regulations outlined under Final Rule 24 CFR Part 91, et al, published January 5, 1995, consolidated into a single submission, the planning and application aspects of the CDBG, ESG, and HOME Programs. The regulations require that Palm Beach County administer the programs in a single consolidated program year via the preparation of an Action Plan. In compliance with HUD's regulations, HCD has prepared the AP Fiscal Year 2010-2011. The attachments represent a summary of the AP by program. The following information represents a summary of the citizen participation process.

- ▶ Notices of Funding Availability (NOFA) and Notices of Regional Meetings were published in the Palm Beach Post on November 8, 2009, for the CDBG and ESG Programs. The Notice of Regional Meetings included the purpose, place, date, and time of the meetings. Availability of funds was also announced on HCD's website.
- ▶ On December 1, 2009, the BCC approved Agenda Item 3I-4, revising the County's local CDBG Program criteria to: 1) change certification by the agency "Nonprofits First" from a requirement to a preference; and 2) for homeless shelters/transitional housing, waive the requirement that such facilities located in municipalities document that at least 51% of their clientele last resided outside the municipality where the facility is located and outside other local entitlement municipalities.
- ▶ Two (2) Regional Meetings were held during December of 2009: one in the Eastern County (December 3rd); and one in the Western County (December 2nd). The purpose of the meetings was to discuss the CDBG, HOME, and ESG Programs, to provide technical assistance, to receive input from the community concerning housing and non-housing needs that should be considered in the preparation of the County's AP, and to review program performance.
- ▶ HCD's Planning Section provided CDBG technical assistance to all agencies and municipalities requesting such assistance during the application process.
- ▶ On March 26, 2010, letters were sent to all FY 2010-2011 CDBG and ESG applicants, advising them of the eligibility of their proposed activities, informing CDBG applicants of the CDBG Program staff meetings of April 21 and 22, 2010, and advising all applicants of the BCC Public Hearing.
- ▶ The ESG Advisory Board met on April 4, April 15, and May 3, 2010 to discuss the ESG program, funding process, and to make funding recommendations. All applicants were notified electronically of the meetings, and the meetings were publically noticed on HCD's website.
- ▶ Applicants were informed electronically of the May 6, 2010, public meeting to make CDBG funding recommendations. Notice was posted on HCD's website, and the County's website meeting schedule.
- ▶ Via letter dated June 16, 2010, CDBG and ESG applicants were advised of the funding recommendations, a July 1, 2010 public hearing to discuss the AP, and the July 20, 2010 BCC Public Hearing to approve the AP.
- ▶ A notice was published in the Palm Beach Post on June 20, 2010 which summarized the AP and funding recommendations; invited the public to attend a public hearing on July 1, 2010; and provided a Notice of the BCC Public Hearing on July 20, 2010 to approve the AP.
- ▶ Starting June 21, 2010, a draft of the AP was made available to the public at HCD offices, and through its posting on HCD's website.
- ▶ A public hearing to receive input on the AP was held on July 1st. All comments received were given consideration, and if applicable, were incorporated into the AP.

Approval of the Palm Beach County Action Plan for FY 2010-2011 will complete the consolidated planning process, and be followed by the submission of the Action Plan for FY 2010-2011 to HUD prior to the August 16, 2010 deadline.

RESOLUTION R-2010-_____

A RESOLUTION APPROVING THE PALM BEACH COUNTY ACTION PLAN (AP) FOR FY 2010-2011.

WHEREAS, the U.S. Department of Housing and Urban Development (HUD), through Final Rule 24 CFR Part 91, published on January 5, 1995, consolidated into a single submission the planning and application aspects of the Community Development Block Grant (CDBG) Program, the Emergency Shelter Grant Program (ESGP), and the HOME Investment Partnerships (HOME) Program, to be administered on a single consolidated program year; and

WHEREAS, 24 CFR Part 91 requires that Palm Beach County submit an Action Plan yearly to receive its formula grants; and

WHEREAS, 24 CFR Part 91 and the HUD Miami Area Office require that the Action Plan be duly authorized by the governing body of Palm Beach County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, THAT:

- 1) The Palm Beach County Action Plan (AP) for FY 2010-2011 is approved.

The foregoing Resolution was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____, and being put to a vote, the vote was as follows:

BURT AARONSON, CHAIR	-
KAREN T. MARCUS, VICE CHAIR	-
JESS R. SANTAMARIA	-
SHELLEY VANA	-
STEVEN L. ABRAMS	-
PRISCILLA A. TAYLOR	-
JOHN F. KOONS	-

The Chair thereupon declared the Resolution duly passed and adopted this _____ day of _____, 2010.

**PALM BEACH COUNTY, FLORIDA, BY
ITS BOARD OF COUNTY
COMMISSIONERS**

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY**

By: 
Tammy K. Fields, Senior Asst. County Attorney

ATTEST:
Sharon R. Bock, Clerk and Comptroller

By: _____
Deputy Clerk