Agenda Item #: 31-6

# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

**Meeting Date:** 

October 3, 2023

[X] Consent
[ ] Ordinance

[ ] Regular [ ] Public Hearing

Department:

**Housing and Economic Development** 

#### I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to receive and file:** a CDBG Economic Development Agreement (Agreement) with the Center for Technology, Enterprise and Development, Inc. (TED Center) for \$250,000 to provide economic development services under the Fiscal Year 2023-2024 Action Plan for the Community Development Block Grant (CDBG) Program.

**Summary:** The Agreement with TED Center provides \$250,000 in Fiscal Year 2023-2024 CDBG funds to assist with operational expenses for the development and expansion of small businesses and microenterprises (defined as "commercial enterprises" that have five (5) or fewer employees). The TED Center is required to create a minimum of 17 full-time equivalent jobs countywide, with a minimum of four (4) of the newly created jobs being held by persons residing in the Glades area. Additionally, at least 51% of the jobs must be held by, or made available to low and moderate income persons who must reside in the Palm Beach County CDBG jurisdiction during the term of the Agreement. The TED Center shall also provide business assistance to 62 unduplicated microenterprises or entrepreneurs and conduct 45 training workshops, with three (3) of the said trainings in the Glades area.

The document has been executed on behalf of the Board of County Commissioners (BCC) by the Director of the Department of Housing and Economic Development in accordance with Agenda Item 6D-3 (R2023-1013) as approved by the BCC on July 11, 2023 that delegated authority to the County Administrator or designee to execute forms, certifications, funding agreements, amendments thereto, and all other documents necessary for implementation of the Action Plan, CDBG, HOME and ESG activities. County PPM CW-O-051, provides that all delegated contracts, agreements and grants must be submitted by the initiating department as a receive and file agenda item. The TED Center received \$250,000 in CDBG funds during Fiscal Year 2022-2023 and successfully met their deliverables. These are Federal CDBG funds which do not require a local match. Countywide (HJF)

**Background and Justification:** The TED Center, a non-profit organization, is a business incubator with associated programs and services designed to improve the viability and strength of microenterprises and small businesses. The TED Center received \$250,000 in CDBG funds during Fiscal Year 2022-2023 and successfully met their deliverables, per the enclosed table below.

The Center for Technology, Enterprise and Development, Inc. Agreement Deliverables	FY 2023 Goal	FY 2023 Actual	FY 2024 Goal
Create a minimum number of full-time-equivalent jobs	17	17	17
Provide 1-on-1 business and financial counseling sessions for a minimum number of unduplicated clients	62	70	62
Conduct a minimum number of workshops	45	64	45

<sup>&</sup>quot;FY 2022-2023 Actual", which is Total served through 8/30/23 or first 11 months of Agreement term.

#### Attachment:

1. Agreement with the Center for Technology, Enterprise and Development, Inc.

Recommended By:		9-19-23	
	Department Director	Date	
Approved By:	dona h. Niller	9/25/2023	
	Assistant County Administrator	/ Date	

### II. FISCAL IMPACT ANALYSIS

# A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Grant Expenditures	\$250,000				
Operating Costs					
External Revenues	(\$250,000)				
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	-0-				
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# ADDITIONAL FTE POSITIONS (Cumulative)	-0-				

Is Item Included In Current Budget?	Yes		No
Does this Item include the use of Federal funds?	Yes	X	No

Budget Account No.:

Fund 1101 Dept 143 Unit 1431 Object 8201 Program Code/Period GY23/BG70A

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

Source of funding is CDBG Economic Development Program funds.

C. Departmental Fiscal Review:

Valerie Alleyne, Division Director II
Finance and Administrative Services, DHED

## III. REVIEW COMMENTS

Α.	OFMB Fiscal	and/or Con	tract Deve	lopment and	d Control C	o <i>f</i> mments:
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OFMB ON ABO (B 9/20

Contract Development and Contro

B. Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)