

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

|   |   |   |
|---|---|---|
| =====   |   |   |
| Meeting Date: August 19, 2025   | <input checked="" type="checkbox"/> [ X ] Consent | <input type="checkbox"/> [ ] Regular        |
|   | <input type="checkbox"/> [ ] Ordinance            | <input type="checkbox"/> [ ] Public Hearing |
| Department  |   |   |
| Submitted By: <u>Community Services</u>                                       |   |   |
| Submitted For: <u>Division of Human Services and Community Action Program</u> |   |   |
| =====   |   |   |

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to receive and file: Amendment No. 0004 to the Florida Department of Commerce (FDOC) Federally Funded Subgrant Umbrella Agreement #E2016 (R2021-0783) (Umbrella Agreement), which extends the term of the Low-Income Home Energy Assistance Program (LIHEAP) and Community Services Block Grant (CSBG) programs from the original period of October 1, 2020 through June 30, 2025, to a new end date of September 30, 2025.

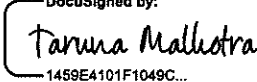

**Summary:** On June 15, 2021, the Board of County Commissioners (BCC) ratified the Mayor's signature on the Umbrella Agreement with the FDOC, for the period October 1, 2020 through September 30, 2023, for the LIHEAP and CSBG programs. The Umbrella Agreement was subsequently amended on February 25, 2022, August 16, 2023, and July 1, 2024. Under the terms of the new Umbrella Agreement, FDOC will issue a Notice of Funding Award (NFA) for each program award and will issue amendments to NFAs for any changes or increases in funding. Electric bill assistance will be provided to approximately 7,000 low-income individuals and 2,800 households during Fiscal Year (FY) 2025. In Federal Fiscal Year (FFY) 2024, 2,859 households received electric bill assistance. **No County match is required.** Countywide (JBR)

**Background and Justification:** Since 1992, the Community Action Program has administered LIHEAP, which provides utility assistance and restoration services to individuals and households living in Palm Beach County.

Attachments:

- 1. Amendment No. 0004 to FDOC Agreement #E2016 (R2021-0783)

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|                 |  |           |
|-----------------|--|-----------|
| Recommended By: | <div>DocuSigned by:<br/><br/>1459E4101F1049C...</div> | 7/25/2025 |
|                 | Department Director  | Date      |
| Approved By:    |   | 8/1/25    |
|                 | Assistant County Administrator   | Date      |

II. FISCAL IMPACT ANALYSIS

A. Five-Year Summary of Fiscal Impact:

| Fiscal Years            | 2025 | 2026 | 2027 | 2028 | 2029 |
|-------------------------|------|------|------|------|------|
| Capital Expenditures    |      |      |      |      |      |
| Operating Costs         |      |      |      |      |      |
| External Revenue        |      |      |      |      |      |
| Program Income (County) |      |      |      |      |      |
| In-Kind Match (County)  |      |      |      |      |      |
| NET FISCAL IMPACT       |      |      |      |      |      |

|   |  |  |  |  |  |
|---|--|--|--|--|--|
| No. ADDITIONAL FTE POSITIONS (Cumulative) |  |  |  |  |  |
|---|--|--|--|--|--|

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

Budget Account No.:  
Fund 1009 Dept 145 Unit 1471 Object Var. Program Code Var. Program Period Var.

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

US Department of Health and Human Services, thru the Florida Department of Commerce. No fiscal impact, date extension only.

C. Departmental Fiscal Review: 

DocuSigned by:  
Julie Dowe  
65A88C7888B81446

  
Julie Dowe, Director, Financial & Support Services

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

OS 7/29/25

Lux Mart 7/25/2025  
OFMB  
Brenda Znachko  
Contract Development and Control  
7/29/25  
7/24/25

B. Legal Sufficiency:

Moseithel 7/29/25  
Assistant County Attorney

C. Other Department Review:

\_\_\_\_\_  
Department Director

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

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Agreement No.: E2016

EXTENSION TO THE AGREEMENT  
BETWEEN  
PALM BEACH COUNTY, FLORIDA  
AND THE  
DEPARTMENT OF COMMERCE

On **June 12, 2024**, the State of Florida, Department of Commerce (“Commerce”), formerly known as the Florida Department of Economic Opportunity, and **Palm Beach County, Florida** (“Subrecipient”), entered into this Agreement.

**WHEREAS**, Section 1, PERIOD OF AGREEMENT, of the Agreement provides that the Agreement may be renewed or extended for a period of time to be determined by Commerce in its sole discretion; and

**WHEREAS**, the current Expiration Date of the Agreement is June 30, 2025; and

**WHEREAS**, Commerce wishes to exercise its unilateral right to extend the Expiration Date of the Agreement; and

**NOW THEREFORE**, in accordance with Section 1 of the Agreement, Commerce hereby extends the Expiration Date of the Agreement to September 30, 2025. All other terms and conditions of the Agreement remain in full force and effect. This extension shall be effective on July 1, 2025.

DEPARTMENT OF COMMERCE

By: J. Alex Kelly  
Signature

Printed Name: J. Alex Kelly  
Title: Secretary  
Date: 6/14/2025