

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

| Fiscal Years | 2025 | 2026 | 2027 | 2028 | 2029 |
|--|------------------|------------------|------------------|------------------|-------|
| Capital Expenditures | _____ | _____ | _____ | _____ | _____ |
| Operating Costs | _____ | _____ | _____ | _____ | _____ |
| External Revenues | _____ | _____ | _____ | _____ | _____ |
| Program Income (County) | _____ | _____ | _____ | _____ | _____ |
| In-Kind Match (County) | _____ | _____ | _____ | _____ | _____ |
| NET FISCAL IMPACT | <u> 0 </u> | <u> 0 </u> | <u> 0 </u> | | |
| # ADDITIONAL FTE POSITIONS (Cumulative) | <u> 0 </u> | <u> 0 </u> | <u> 0 </u> | <u> 0 </u> | |

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

Budget Account No.:
 Revenues: Fund 0001 Agency 400 Org. 4130 Object 3169
 Expenses: Fund 0001 Agency 400 Org. 4130 Object Various

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

These funds are to be paid to the County by the U.S. Department of Housing and Urban Development (HUD) for Fair Housing activities. The funds being received from HUD in the amount of \$274,400.00 are to reimburse for FY 2024 expenses and they were budgeted in that year. The budget amendment will recognize the actual award in funding by increasing the FY 2024 budget by \$123,400.

Because funds are appropriated annually by HUD, revenue for future years are indeterminable at this time.

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

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

ASD/CA 9/27/24 Brandi Mack 10/3/24
 OFMB ejw Contract Administration
 9.27.24

B. Legal Sufficiency:

[Signature]
 Assistant County Attorney

C. Other Department Review:

 Department Director

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



TO: Maria Sachs, Mayor
Board of County Commissioners

THRU: Verdenia C. Baker, County Administrator *FWR for*
Board of County Commissioners

FROM: Pamela Guerrier, Director *P. Guerrier*
Office of Equal Opportunity

DATE: 11 September 2024

RE: HUD FY 2024 Cooperative Agreement Award

Office of Equal Opportunity
301 N. Olive Avenue, 10th Floor
West Palm Beach, FL 33401
(561) 355-4884
Fax: (561) 355-4932
www.pbcgov.com/equalopportunity

**Palm Beach County
Board of County
Commissioners**

- Maria Sachs, Mayor
- Maria G. Marino, Vice Mayor
- Gregg K. Weiss
- Michael A. Barnett
- Marci Woodward
- Sara Baxter
- Mack Bernard

County Administrator

Verdenia C. Baker

The U.S. Department of Housing and Urban Development (HUD), Office of Fair Housing and Equal Opportunity, has awarded the Office of Equal Opportunity (OEO) a total of \$274,400.00 for dual-filed fair housing complaints case processing, administrative cost and training funds. This revenue is for cases processed during the period of July 1, 2023 through June 30, 2024 and administrative cost and training funds for the performance period of October 1, 2023 through September 30, 2024.

In order for OEO to receive this revenue, the agreement requires approval by the Board of County Commissioners (BCC). To meet HUD's fiscal year end funding deadlines, these funds must be obligated immediately and urgent approval is needed.

Pursuant to Palm Beach County Administrative Code Section 309.00, it is requested that the Mayor of the Board of County Commissioners sign the attached HUD Cooperative Agreement Award (HUD Form 1044) so it may be forwarded to HUD. The emergency signature process is being utilized because there is insufficient time to submit this funding request through the regular BCC agenda process before the due date. OEO will prepare an agenda item to present this agreement to the Board for ratification of the Mayor's signature at the next available BCC meeting.

Please contact me at pguerrie@pbc.gov or 355-2558 if there are any questions concerning this request.

Approved:

[Signature]
Reginald Duren

[Signature] 7/12/24
OFMB

[Signature]
David R. F. Ottey, Chief Assistant County Attorney

"An Equal Opportunity
Affirmative Action Employer"

Assistance Award/Amendment

U.S. Department of Housing and
Urban Development
Office of Administration

| | | | |
|---|--|---|--|
| 1. Assistance Instrument <input checked="" type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Grant | | 2. Type of Action <input checked="" type="checkbox"/> Award <input type="checkbox"/> Amendment | |
| 3. Instrument Number FF204K240014 | 4. Amendment Number | 5. Effective Date of this Action 9/17/2024 | 6. Control Number TIN 59-6000785 |
| 7. Name and Address of Recipient Palm Beach County Office of Equal Opportunity 301 N. Olive Avenue, 10 th Floor West Palm Beach, Florida 33401 UEI: XL2D NFMP CR44 DUNS: 078470481 | | 8. HUD Administering Office U. S. Department of HUD/FHEO Five Points Plaza 77 Forsyth Street, SW Atlanta, GA 30303-3490 | |
| | | 8a. Name of Administrator Carlos Osegueda | 8b. Telephone Number 678-732-2905 |
| 10. Recipient Project Manager Pamela Guerrier, Executive Director | | 9. HUD Government Technical Representative Anne Marie Dolce | |
| 11. Assistance Arrangement <input type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Cost Sharing <input checked="" type="checkbox"/> Fixed Price | 12. Payment Method <input type="checkbox"/> Treasury Check Reimbursement <input type="checkbox"/> Advance Check <input checked="" type="checkbox"/> Automated Clearinghouse | 13. HUD Payment Office Fort Worth Field Accounting P. O. Box 2905 Fort Worth, TX 76113-2905 | |
| 14. Assistance Amount | | 15. HUD Accounting and Appropriation Data | |
| Previous HUD Amount | \$0.00 | 15a. Appropriation Number 8624/250144 (E.24) | 15b. Reservation number FHEO-04-24-01 |
| HUD Amount this action | \$274,400.00 | Amount Previously Obligated | \$0.00 |
| Total HUD Amount | \$274,400.00 | Obligation by this action | \$274,400.00 |
| Recipient Amount | \$0.00 | Total Obligation | \$274,400.00 |
| Total Instrument Amount | \$274,400.00 | | |

16. Description

This instrument authorizes the following funds to be obligated to the Agency.

| Fund Code | Description | Amount Obligated in this Action |
|-----------|---------------------------|---------------------------------|
| CPF | Case Processing Funds | \$199,400.00 |
| ACF | Administrative Cost Funds | \$60,000.00 |
| TRF | Training Funds | \$15,000.00 |
| | Total | \$274,400.00 |

The Cooperative Agreement/Amendment is comprised of the following documents:

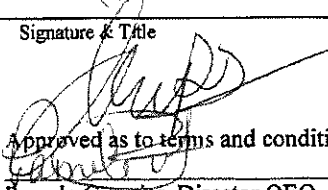
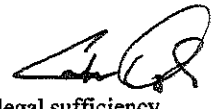
- Cover Page - HUD-1044
- FY23 Guidance Package
- Attachment A: Criteria for Processing
- Attachment B: Standards for Timeliness
- Attachment C: FHAP Case Payment Amounts
- Attachment D: Using HUD Systems
- Attachment E: FY2023 Partnership and Special Enforcement Effort Funds

The project period of performance begins **July 1, 2023** and ends **September 30, 2024**.

The processing year for the case processing funds begins July 1, 2023 and ends June 30, 2024.

The period of performance for the administrative cost and training funds begins October 1, 2023 and ends September 30, 2024.

The funds obligated by this instrument expire on September 30, 2028. The recipient must comply with all rules and regulations in accordance with the Fair Housing Assistance Program regulations (24 CFR § 115), the Memorandum of Understanding between the Recipient and HUD (including all subsequent addenda), and the FY2023 FHAP Guidance Package.

| | | | |
|--|---------------------------------|---|--------------------------------|
| 17. <input checked="" type="checkbox"/> Recipient is required to sign and return three (3) copies of this document to the HUD Administering Office | | 18. <input type="checkbox"/> Recipient is not required to sign this document. | |
| 19. Recipient (By Name) Palm Beach County Board of County Commissioners Maria Sachs, Mayor | | 20. HUD (By Name) Carlos Osegueda, Regional Director Region IV, Office of FHEO/CAO | |
| Signature & Title  Pamela Guerrier, Director OEO | Date (mm/dd/yyyy) 09/17/2024 | Signature & Title  County Attorney | Date (mm/dd/yyyy) 9/17/2024 |
| Approved as to terms and conditions | | Approved as to form and legal sufficiency | |

24-1009



**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT**

BGEX 091724*1897

BGRV 091724*546

FUND 0001 - General Fund - Office of Equal Opportunity (OEO)

| ACCOUNT NUMBER | ACCOUNT NAME | UNIT NAME | ORIGINAL BUDGET | CURRENT BUDGET | INCREASE | DECREASE | ADJUSTED BUDGET | EXPENDED/ ENCUMBERED as of 09/26/2024 | REMAINING BALANCE |
|---------------------|-------------------------------------|--------------|----------------------|----------------------|----------------|----------|----------------------|---------------------------------------|-------------------|
| REVENUES | | | | | | | | | |
| 400-4130-3169 | Fed Gmt Human Services | Fair Housing | 173,440 | 198,500 | 123,400 | | 321,900 | | |
| | Total Fund Revenues | | 2,157,248,097 | 2,221,083,186 | 123,400 | 0 | 2,221,206,586 | | |
| EXPENDITURES | | | | | | | | | |
| 400-4130-3401 | Other Contract Services | Fair Housing | 150,000 | 241,506 | 107,460 | | 348,966 | 160,574 | 188,392 |
| 400-4130-3421 | Contract Services - Training | Fair Housing | 10,000 | 5,000 | 5,000 | | 10,000 | 599 | 9,401 |
| 400-4130-4001 | Travel and Per Diem | Fair Housing | 12,500 | 6,560 | 5,940 | | 12,500 | 10,653 | 1,847 |
| 400-4130-5401 | Books, Publications & Subscriptions | Fair Housing | 5,000 | 5,000 | 5,000 | | 10,000 | 7,118 | 2,882 |
| | Total Fund Expenditures | | 2,157,248,097 | 2,221,083,186 | 123,400 | 0 | 2,221,206,586 | | |

| | |
|---|-------------------|
| SIGNATURES | DATES |
|  | 27 September 2024 |
| Initiating Department/Division | |
|  | 9/27/24 |
| Administration/Budget Department Approval | |
| OFMB Department - Posted | |

| |
|--|
| BY BOARD OF COUNTY COMMISSIONERS |
| At Meeting of: <u>10/22/2024</u> |
| Deputy Clerk to the Board of County Commissioners |