

INDIAN RIVER COUNTY, FLORIDA

M E M O R A N D U M

TO: Jason E. Brown; County Administrator

THROUGH: Stan Boling, AICP
Community Development Director

THROUGH: Sasan Rohani, AICP
Chief, Long-Range Planning

FROM: Bill Schutt, AICP
Chief, Long Range Planning

DATE: February 21, 2019

SUBJECT: Request for Authorization for the Board Chairman to Sign a Department of Economic Opportunity/Indian River County Housing Rehabilitation Community Development Block Grant (CDBG) Agreement

It is requested that the following information be given formal consideration by the Board of County Commissioners at its regular meeting of March 5, 2019.

BACKGROUND

On July 10, 2018, the Board of County Commissioners (BCC) authorized the Community Development Director to submit a Community Development Block Grant (CDBG) application in the Housing Rehabilitation category to the Florida Department of Economic Opportunity for its consideration. Since then, county staff and Guardian Community Resource Management, Inc., the county's prior CDBG grant administration consultant that agreed to prepare the grant application at no cost to the County, prepared the proposed Housing Rehabilitation CDBG application, and the Board approved its transmittal to DEO for consideration. Recently, DEO notified staff that Indian River County's CDBG application for Housing Rehabilitation funding in the amount of \$750,000 was approved.

On February 15, 2019, DEO sent the County a proposed DEO/Indian River County CDBG agreement. That agreement, once executed, will constitute a contract between DEO and the County, setting forth each party's responsibility with respect to grant implementation. Associated with this CDBG housing grant, staff has prepared a separate BCC agenda item for a contract with the selected consultant, Guardian Community Resource Management, Inc., for grant administration services.

At this time, the Board of County Commissioners is to consider authorizing the chairman to execute the DEO/Indian River County CDBG agreement (Attachment 1) and to authorize staff to transmit the signed copies to DEO.

ANALYSIS

The DEO/Indian River County CDBG agreement is a standard legal document detailing the applicable state and federal regulations and department rules that govern how CDBG grants are to be administered. As a condition to receiving funds from the state, the County must agree to follow those regulations and rules. As provided for in the grant, the County will hire a consultant for grant administrative services, including services to ensure compliance with applicable CDBG regulations and rules.

FUNDING:

The total amount of Housing Rehabilitation CDBG funding allocated to the County is \$750,000. The County has committed an additional \$50,000 in a local funding match from the County's State Housing Initiative Partnership program. Of the total \$750,000 in grant funds, up to \$112,500 may be used for grant administration expenses. The remaining \$637,500 must be used to rehabilitate or replace deteriorated housing within the unincorporated areas of the County of low and moderate income households.

The grant revenue and expenses will be funded by a budget amendment posted in Fund 129/Project 19802/CDBG/CDBG Grant #19DB-ON-10-40-01-H03.

RECOMMENDATION

Staff recommends that the Board of County Commissioners:

1. Approve the attached resolution authorizing the chairman to execute the DEO/Indian River County CDBG contract and other documents required for Indian River County to enter into the contract, and grant authority to the Community Development Director or his designee to execute documents related to the administration of the CDBG; and
2. Authorize staff to transmit the signed copies of the agreement to DEO.

ATTACHMENT

1. Copy of the DEO/Indian River County Housing Rehabilitation CDBG Agreement
2. Resolution for executing the DEO/Indian River County CDBG Agreement and related grant administration documents
3. Indian River County Grant Form