

The Crossroads of South Florida,
We envision a sustainable economy, Let Us Grow Together

CITY OF SOUTH BAY
CITY COMMISSION MEETING AGENDA
VIRTUAL MEETING
TUESDAY MAY 19, 2020

www.southbaycity.com
Phone: 561-996-6751 Fax: 561-996-7950

Mayor:	Joe Kyles Sr.
Vice Mayor:	Betty Barnard
Commissioner:	Esther Berry
Commissioner:	Taranza McKelvin
Commissioner:	John Wilson
 City Manager:	 Leondrae D. Camel
City Attorney:	Burnadette Norris-Weeks
City Clerk:	Natalie Malone

RULES OF PROCEDURE

WHO MAY SPEAK

Meetings of the City Commission are open to the public. They are not; however, public forums. Any resident who wishes to address the commission on any subject within the scope of the Commission's authority may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below.

SPEAKING ON AGENDA ITEM

- I. **Consent Agenda Item** – These are items, which the Commission does not need to discuss individually, and which are voted on as a group. Any Commissioner who wishes to discuss any individual item on the consent agenda may request the Mayor to pull such item from the consent agenda. Those items pulled will be discussed and voted upon individually.
- II. **Regular Agenda Items** – These are items, which the Commission will discuss individually in the order listed on the agenda. By majority vote, the City Commission may permit any person to be heard on an item at a non-public hearing.
- III. **Public Hearing Items** – This portion of the agenda is to obtain input from the public on some ordinances, resolutions and zoning applications. The chair will permit any person to be heard on the item during formal public hearings.

SPEAKING ON SUBJECTS NOT ON THE AGENDA

Any resident may address the Commission on any items pertaining to City business during the Opportunity for the Public to Address the Commission portion of the agenda. Persons wishing to speak must sign in with the City Clerk before the start of the meeting.

ADDRESSING THE COMMISSION: MANNER AND TIME

By majority vote the City Commission may invite citizen discussion on any agenda item. In every case where a citizen is recognized by the Mayor to discuss an agenda item, the citizen shall step to the podium/microphone, state his or her name and address for the benefit of the city clerk, identify any group or organization he or she represents and shall then succinctly state his or her position regarding the item before the city commission. Any question, shall be related to the business of the City and deemed appropriate by the Mayor, shall be directed to the Mayor and the Mayor shall then re-direct the question to the appropriate Commissioner or City Staff to answer the citizen question which shall be related to the business of the City.

All comments or questions of the public are to be directed to the Mayor as presiding officer only. There shall be no cross conversations or questions of any other persons. The length of time each individual may speak should be limited in the interest or order and conduct of the business at hand. Comments to the Commission by individual citizens shall be limited to three (3) minutes during the citizens request period. The

City clerk shall be charged with the responsibility of notifying each citizen thirty (30) seconds before said time shall elapse and when said time limit has expired.

APPEALS

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

DECORUM

If a member of the audience becomes unruly, the Mayor has the right to require the person to leave the room. If a crowd becomes unruly, the Mayor may recess or adjourn the meeting.

PLEASE SILENCE ALL CELL PHONES AND PAGERS

CONTACT INFORMATION

If anyone has questions or comments about anything on the meeting agenda, please contact the City Manager at 561-996-6751.

AMERICANS WITH DISABILITY ACT

In accordance with the Americans with Disability Act and Florida Statute 286.26, persons with disabilities needing special accommodations to participate in this proceeding should contact the city clerk no later than three (3) days prior to the meeting at 561-996-6751 for assistance.

NOTICE: If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.01055. The City of South Bay does not prepare or provide such records.

Any citizen of the audience wishing to appear before the City Commission to speak with reference to any agenda item must complete their "Request for Appearance and Comment" card and present completed form to the City Clerk.

- All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which the item will be removed from the general order of business and considered in its normal sequence on the Agenda.

- A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA RELATING TO FINANCES, PROVIDING FOR AMENDMENTS TO THE FISCAL YEAR BUDGET BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; APPROVING ASSOCIATED BUDGET AMENDMENTS; PROVIDING AN EFFECTIVE DATE

6b. RESOLUTION NO. 19-2020

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE AMENDMENT 001 TO THE INTERLOCAL COOPERATION AGREEMENT BETWEEN PALM BEACH COUNTY AND THE CITY OF SOUTH BAY; PROVIDING FOR AN EFFECTIVE DATE

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6c. RESOLUTION NO. 20-2020

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA RATIFYING THE CITY MANAGER'S SUBMISSION OF A UNITED STATES DEPARTMENT OF AGRICULTURE COMMUNITY FACILITY TECHNICAL ASSISTANCE AND TRAINING GRANT FOR FISCAL YEAR 2020 AND APPROVING CERTAIN GRANT PREPARATION SERVICES; PROVIDING FOR AN EFFECTIVE DATE

7. ORDINANCE

8. ROSENWALD ELEMENTARY SCHOOL

9. FINANCE REPORT

9a. Accounts Payable Report

9b. Truth in Millage (TRIM) schedule

10. CITY CLERK REPORT

11. CITY MANAGER REPORT

11a. COVID-19 Testing

11b. Road Projects

12. CITY ATTORNEY REPORT

13. FUTURE AGENDA ITEMS

14. COMMISSIONER COMMENTS: FOR THE GOOD OF THE ORDER

15. ADJOURNMENT

CITY OF SOUTH BAY
VIRTUAL CITY MEETING
TUESDAY, MAY 05, 2020
At 7:00P.M.

A Regular City Meeting of the City Commission of the City of South Bay, Florida was called to order by Mayor Joe Kyles on May 05, 2020 at 7:00 p.m. on gotomeeting.com (<https://global.gotomeeting.com/join/308705813>).

Present:

Mayor Joe Kyles
Vice-Mayor Betty Barnard
Commissioner Esther E. Berry
Commissioner Taranza McKelvin

Staff:

Leondrae Camel, City Manager
Burnadette Norris-Weeks, City Attorney
Massih Saadatmand, Finance Director
Natalie Malone, City Clerk

1. MAYOR KYLES CALLED FOR ANY VOTING CONFLICTS: NONE
2. PRESENTATIONS/PROCLAMATIONS
3. PUBLIC COMMENTS
4. CONSENT AGENDA

- 4a. **Approval of City Minutes - April 21, 2020**
(Regular City Meeting Minutes)
Approved with correction (Page 3789) -Vote missing for Resolution 15-2020

Moved By: Commissioner Berry
Seconded By: Vice Mayor Barnard

4b. Approval of Regular Agenda – May 05, 2020

Moved By: Vice Mayor Barnard

Seconded By: Commissioner Berry

5. RESOLUTIONS

5a. RESOLUTION NO. 17-2020

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA APPROVING AMENDMENT 006 TO THE INTERLOCAL AGREEMENT BETWEEN PALM BEACH COUNTY AND CITY OF SOUTH BAY FOR AN EXTENSION REQUEST TO COMPLETE A CLOSE OUT FOR REPORTING REQUIREMENTS DUE TO COVID-19; AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE EXHIBIT "A"; PROVIDING FOR AN EFFECTIVE DATE

Moved By: Commissioner Berry

Seconded By: Commissioner McKelvin

COMMISSION	VOTE
Mayor Kyles	YES
Vice Mayor Barnard	YES
Commissioner Berry	YES
Commissioner McKelvin	YES
Commissioner Wilson	ABSENT

6. ROSENWALD ELEMENTARY SCHOOL7. FINANCE REPORT7a. Accounts Payable Report (*Tabled*)- April 21, 2020

7b. Accounts Payable Report- May 05, 2020

8. CITY CLERK REPORT

9. CITY MANAGER REPORT

Full recording available through City Clerk's Office

9a. Herbert Hoover Dike Status

9b. State Legislative Update

9c. USDA and DEO Grant (Tanner Park Emergency Shelter Care Center)

9d. South Bay Citibot

Makes it easy for you to connect with the City of South Bay and immediately get answers to your questions or report an issue. It's as simple as sending a text message! Have a question about trash pick-up or see a pothole that needs to be fixed? Text "hello" to 844.957.2350. Now, South Bay residents and visitors can communicate with their local government anytime, anywhere! Just text "hello" to 844.957.2350.

9e. Road Projects update

10. CITY ATTORNEY REPORT

10a. Executive Order 20-69 - Governor Ron DeSantis

11. FUTURE AGENDA ITEMS

11a. Commissioner Berry:

- COVID-19 Testing Site-US-27
- List of Future Road Projects and Budgets
- Budget schedule for 2021

12. COMMISSIONER COMMENTS: FOR THE GOOD OF THE ORDER

12a. Commissioner McKelvin

- Thanked for tuning in and stay safe

12b. Commissioner Berry:

- Thanked everyone for joining
- **Upcoming-Happy Birthday South Bay:**
(Remember our past and celebrate our future)

12c. Vice-Mayor Barnard:

- Thanked everyone for joining
- Elated with the progress in the City
(Road Projects, Parks, and positive feedback from residents)
- Food drive and volunteers
- 2020 Census

12d. Mayor Kyles:

- Thanked everyone for joining and be safe
- Donation of hot meal-Florida Crystals and US Sugar and acknowledgement of participants
- Food distribution-past progress and upcoming schedule
- COVID-19 Testing

13. ADJOURNMENT

Joe Kyles, Mayor

ATTESTED BY:

Natalie Malone, City Clerk

RESOLUTION NO. 18-2020

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA RELATING TO FINANCES, PROVIDING FOR AMENDMENTS TO THE FISCAL YEAR BUDGET BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; APPROVING ASSOCIATED BUDGET AMENDMENTS; PROVIDING AN EFFECTIVE DATE

WHEREAS, as required by Section 200.065, Florida Statutes, the City Commission of the City of South Bay held a public hearing on September 24, 2019 to adopt the annual budget for fiscal year 2019-2020; and

WHEREAS, on September 24, 2019, the City Commission adopted Resolution 41-2019 setting forth the appropriations for General Fund Budget estimated for the Fiscal Year 2019-2020 in the amount of Two Million One Hundred Forty-Nine Thousand Eight Hundred Sixty-Six Dollars (\$2,149,866.00); and Water and Sewer Fund estimated total sum of One Hundred Fifty-Six Thousand Dollars (\$156,000.00); and Sanitation Fund estimated total sum of Seven Hundred Eight Thousand Seven Hundred Fifty Dollars (\$708,750.00); and

WHEREAS, it is necessary to amend the fiscal year 2019-2020 General Fund Budget to recognize an increase in General Fund Budget by Three Hundred Two Thousand Two Hundred-Fifty Dollars (\$302,250.00), which would represent an Inter-Department Transfer as outlined on Budget Amendment No. #1, and increases in the various revenues and a decrease in PILOT payment as they are outlined on Budget Amendment No. #2, Page 1; and

WHEREAS, in amending the budget, it is further necessary to recognize additional expenses as follows: an increase of \$20,110.00 in (111) City Manager Department; an increase of \$18,335.00 in (141) Legal Department; an increase of \$254,555.00 in (311) Community Development Department; an increase of \$33,250.00 in (611) Public Safety Department; a decrease of \$(7,500.00) in (121) City Clerk and decrease of \$(16,500.00) in (1311) Finance Department; and

WHEREAS, it is necessary to amend the fiscal year 2019-2020 Water and Sewer Fund Budget to set up a transfer to General Fund in amount of Thirteen Thousand and Two Hundred and Twenty Dollars (\$13,220.00) from Reserve Account, as it is outlined on Budget Amend No. #2, Page 2; and

WHEREAS, it is necessary to amend the fiscal year 2019-2020 Sanitation Fund Budget by Seventeen Thousand and Five Hundred Dollars (\$17,500.00), due to decline

in interest rate and an additional transfer to General Fund in amount of (\$39,250.00) from Reserve account in amount of (\$56,750.00) as they are outlined on Budget Amend No. #2, Page 3 and;

WHEREAS, the budget amendment is an effective increase of Three Hundred Two Thousand Two Hundred Fifty Dollars (\$302,250.00), which would represent an increase in the General Fund by Seventeen Thousand and Five Hundred Dollars (\$17,500.00) and decrease in Sanitation Fund.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

Section 2. Amendment of Budget. The City of South Bay, Florida hereby amends fiscal year Budget beginning October 1, 2019 and ending September 30, 2020, as set forth herein to recognize a supplemental appropriation to the General Fund budget in the amount of Three Hundred Two Thousand Two Hundred Fifty Dollars (\$302,250.00), in the General Fund Budget bringing the total amount to Two Million Four Hundred Fifty-Two Thousand One Hundred Sixteen Dollars (\$2,452,116.00) and Seventeen Thousand Five Hundred Dollars (\$17,500.00) to Sanitation Fund Budget bringing the total budget to Six Hundred Ninety-One Thousand Two Hundred Fifty Dollars (\$691,250.00). The appropriations are described in amendments to the budget worksheet attached hereto as Exhibit "A".

Section 3. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and ADOPTED this 19th day of May 2020.

Joe Kyles, Mayor

ATTEST:

By: _____
Natalie Malone, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Burnadette Norris-Week, Esquire
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Berry	_____ (Yes)	_____ (No)
Commissioner McKelvin	_____ (Yes)	_____ (No)
Commissioner Wilson	_____ (Yes)	_____ (No)
Vice-Mayor Barnard	_____ (Yes)	_____ (No)
Mayor Kyles	_____ (Yes)	_____ (No)

Budget Adjustment

Type of Budget Adjustment

General Fund	Intra-Department Transfer
	Inter-Department Transfer
	Supplemental Appropriation
	X

Account Description Expense	Fund	Dept.	Account	Adopted Budget	Total Current Expenditures to Date	Available Budget	Increase (Decrease)	Adjusted Budget
Salary	001	111	512100	146,078	89,845	56,233	17,100	163,178
FICA	001	111	521100	11,175	6,724	4,451	1,300	12,475
Pension	001	111	522100	12,715	7,080	5,635	1,710	14,425
Legal Fee	001	141	531050	60,000	31,667	28,333	18,335	78,335
Demolition	001	311	559000	-	94,000	(94,000)	246,040	246,040
Community Activities	001	311	565229	-	8,515	(8,515)	8,515	8,515
Contract Services	001	611	544500	186,400	144,990	41,410	33,250	219,650
Salary	001	121	512100	56,000	28,317	27,683	(7,500)	48,500
Salary	001	131	512100	153,056	80,274	72,782	(16,500)	136,556
Total Increase				625,424	491,412	134,012	302,250	927,674
Account Description Revenue	Fund	Dept.	Account	Adopted Budget	Total Current Revenues to Date	Available Budget	Increase (Decrease)	Adjusted Budget
Dept. of Economic Opportunity	001	033	334412	-	4,849	-	8,515	8,515
Solid Waste Grant	001	033	334420	-	123,020	-	246,040	246,040
PILOT - Housing Authority	001	033	336000	11,250	-	11,250	(11,250)	-
Insurance Refund	001	036	363290	-	6,475	(6,475)	6,475	6,475
Transfer From W&S	001	038	381410	-	-	-	13,220	13,220
Transfer From Sanitation	001	038	381440	35,000	-	35,000	39,250	74,250
Total Decrease				46,250	6,475	39,775	302,250	348,500

To amend current year budget for City Manager's salary in accordance with resolution 48-2019, Legal fee to City Attorney in accordance with resolution 54-2019, a grant received from Solid Waste Authority for demolition of the building 625 Palm Beach Road, a grant from Department of Economic Opportunity for Community activities, an amendment to PBC Sheriff Contract for School Crossing Guard Services in accordance with resolution 51-2019, and adjustment for unused budgeted salary in City Clerk for assistant position and Procurement Coordinator position in Finance Department. Additional transfer in from W&S and Sanitation funds for administration functions by Finance Department, and a refund from Florida Municipal Insurance trust.

Approval Request

Department Head

Approved as to Availability of Funds

Finance Director

Approved

City Manager

Date

Date

Date

Approved by City Commission

Meeting of

Budget Adj. # 2

Type of Budget Adjustment[illegible]

To budget additional transfer to General Fund for administration expenses of sanitation fund performs by Finance Department, and to adjust interest income due to decline in interest rate and market.

Date _____

Approved by City Commission
Meeting of

RESOLUTION NO. 19-2020

**A RESOLUTION OF THE CITY COMMISSION OF THE
CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE
MAYOR AND CITY MANAGER TO EXECUTE
AMENDMENT 001 TO THE INTERLOCAL
COOPERATION AGREEMENT BETWEEN PALM
BEACH COUNTY AND THE CITY OF SOUTH BAY;
PROVIDING FOR AN EFFECTIVE DATE**

WHEREAS, Palm Beach County entered into an Interlocal Cooperation Agreement (R2014-1170) (the "Agreement") with the City of South Bay ("City") on August 19, 2014, to formalize the City's participation in the urban county qualification process for Federal Fiscal Years 2014, 2016, and 2017; and

WHEREAS, the execution of the Agreement was authorized through Resolution 30-2014, which was passed and adopted on July 15, 2014 by the City Commission of the City of South Bay; and

WHEREAS, the Agreement is renewable every three years and is now due for renewal; and

WHEREAS, the Department of Housing and Urban Development (HUD) has expressed in its most recent Instructions for Urban County Participation in Community Development Block Grant (CDBG) Program for FY 2021-2023 that all Interlocal agreements should contain specific language regarding Section 3 of the Housing and Community Development Act of 1968; and

WHEREAS, the Interlocal Cooperation Agreements between Palm Beach County and the municipalities participating in the urban county program did not contain this specific language; and

WHEREAS, both parties desire to amend the Agreement approved on August 19, 2014, to comply with HUD requirements.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF
THE CITY OF SOUTH BAY, FLORIDA, AS FOLLOWS:**

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are incorporated herein by reference.

Section 2. Authorization of Mayor and City Manager. The City Commission of the City of South Bay hereby authorizes the Mayor and City Manager to execute Amendment 001 to the Interlocal Cooperation Agreement between Palm Beach County and the City of South Bay in accordance with Exhibit "A" attached hereto. The City Manager is further authorized to take all necessary and expedient action to effectuate the aims of this Resolution.

Section 3. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and **ADOPTED** this 19th day of May 2020.

Joe Kyles , Mayor

ATTEST:

By: _____
Natalie Malone, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**

Burnadette Norris-Week, Esquire
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Berry	_____ (Yes)	_____ (No)
Commissioner McKelvin	_____ (Yes)	_____ (No)
Commissioner Wilson	_____ (Yes)	_____ (No)
Vice-Mayor Barnard	_____ (Yes)	_____ (No)
Mayor Kyles	_____ (Yes)	_____ (No)

AMENDMENT 001 TO THE AGREEMENT WITH CITY OF SOUTH BAY

Amendment 001, effective as of _____, by and between **Palm Beach County** (County), and the **City of South Bay** (Municipality).

WITNESSETH:

WHEREAS, Palm Beach County entered into an Interlocal Cooperation Agreement (R2014-1170) (the "Agreement") with the City of South Bay on August 19, 2014, to formalize the City of South Bay's participation in the urban county qualification process for Federal Fiscal Years 2014, 2016, and 2017; and

WHEREAS, the Agreement is renewable every three years and is now due for renewal; and

WHEREAS, the Department of Housing and Urban Development (HUD) has expressed in its most recent Instructions for Urban County Participation in Community Development Block Grant (CDBG) Program for FY 2021-2023 that all interlocal agreements should contain specific language regarding Section 3 of the Housing and Community Development Act of 1968; and

WHEREAS, the Interlocal Cooperation Agreements between Palm Beach County and the municipalities participating in the urban county program did not contain this specific language; and

WHEREAS, both parties desire to amend the Agreement approved on August 19, 2014, to comply with HUD's requirements.

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, and various other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

The foregoing recitals are true and correct and incorporated herein by reference. Terms not defined herein shall have the same meaning as ascribed to them in the Agreement.

A. DELETE THE FOLLOWING CLAUSE 11:

The Municipality and the County shall take all actions necessary to assure compliance with the County's certification required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and affirmatively furthering fair housing. The Municipality and the County shall comply with Section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990 and other applicable laws. The County shall not fund any activities in, or in support of, the Municipality should the Municipality not affirmatively further fair housing within its jurisdiction or should the Municipality impede the County's actions to comply with the County's fair housing certification.

B. REPLACE DELETED CLAUSE WITH REVISED CLAUSE 11:

The Municipality and the County shall take all actions necessary to assure compliance with the County's certification required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and affirmatively furthering fair housing. The Municipality and the County shall comply with Section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, Section 3 of the Housing and Urban Development Act of 1968, and other applicable laws. The County shall not fund any activities in, or in support of, the Municipality should the Municipality not affirmatively further fair housing within its

jurisdiction or should the Municipality impede the County's actions to comply with the County's fair housing certification.

IN WITNESS HEREOF, the Municipality and the County have caused this Amendment 001 to be executed on the date first written above:

(MUNICIPAL SEAL BELOW)

**CITY OF SOUTH BAY, a
municipality duly organized and existing by
virtue of the laws of the State of Florida**

ATTEST:

By: _____
Joe Kyles, Sr., Mayor

By: _____
Natalie Malone, City Clerk

By: _____
Leondrae D. Camel, City Manager

(COUNTY SEAL BELOW)

**PALM BEACH COUNTY, FLORIDA, a
Political Subdivision of the State of Florida**

BOARD OF COUNTY COMMISSIONERS

ATTEST: SHARON R. BOCK,
Clerk & Comptroller

By: _____
Dave Kerner, Mayor

By: _____
Deputy Clerk

Document No.: _____

Approved as to Form and
Legal Sufficiency

Approved as to Terms and Conditions
Dept. of Housing and Economic Sustainability

By: _____
Howard J. Falcon, III,
Chief Assistant County Attorney

By: _____
Sherry Howard
Deputy Director



**Department of
Housing & Economic
Sustainability**

Strategic Planning

100 Australian Avenue - Suite #500

West Palm Beach, FL 33406

(561) 233-3600

www.pbcgov.com/hes

**Palm Beach County
Board of County
Commissioners**

Dave Kerner, Mayor

Robert S. Weinroth,
Vice Mayor

Hal R. Valeche

Gregg K. Weiss

Mary Lou Berger

Melissa McKinlay

Mack Bernard

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*

April 17, 2020

Mr. Leondrae D. Camel, City Manager
City of South Bay
335 S.W. Second Avenue
South Bay, FL 33493

RE: Urban County Qualification Process FYs 2021 - 2023

Dear Mr. Camel:

On August 19, 2014, the Board of County Commissioners (BCC) executed an interlocal cooperation agreement (R2014-1170) with the City of South Bay as part of the Urban County Qualification Process for Federal Fiscal Years 2015-2017. Under this Agreement, the City of South Bay agrees to participate with the County in the creation of the Urban County jurisdiction for the receipt of federal community development funds from the U.S. Department of Housing and Urban Development (HUD).

The Agreement states, "*The agreement shall be automatically renewed at the end of the qualification period and at the end of each subsequent qualification period unless either party provides a written notice in which it elects to not participate in a new qualification period.*" The current three year qualifying period will expire on September 30, 2021 and would renew to cover the October 1, 2021 to September 30, 2024 time period.

Please advise of the City's intent to continue participation in the Urban County jurisdiction during the FY 2021-2023 period, or of the City's intent to terminate the Agreement. If it is your intent to renew the agreement, please note that HUD has amended one of the clauses in the original agreement to promote adherence to Section 3 of the Housing and Urban Development Act of 1968.

Section 3 seeks to ensure that employment and other economic opportunities generated by HUD financial assistance shall, to the greatest extent feasible, be directed to low- and very low income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons. Applicability of Section 3 requirements is limited to activities funded by HUD programs.

If you intend to renew the agreement, please execute the enclosed four (4) copies of the amendment to our interlocal cooperation agreement,



and return them to the Department of Housing and Economic Sustainability (DHES) no later than May 29, 2020.

Please address your response to the Director, PBC Department of Housing and Economic Sustainability, with a copy to HUD's Miami Field Office addressed as follows:

Ann D. Chavis, Director
Community Planning & Development Division
U.S. Department of Housing and Urban Development
909 SE 1st Avenue, Room 500
Miami, FL 33131

Please contact Carlos Serrano, Director of Strategic Planning and Operations, at (561) 233-3608 or cserrano@pbcgov.org, if you have any questions concerning this letter.

Sincerely,

A handwritten signature in green ink that reads "Jonathan B. Brown".

Jonathan B. Brown, Director
Department of Housing and Economic Sustainability

Enclosures

CC: Natalie Malone, City Clerk, City of South Bay
Sherry Howard, Deputy Director, DHES

RESOLUTION 30-2014

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE PALM BEACH COUNTY COMMISSION, DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR RENEWAL IN THE PALM BEACH COUNTY URBAN COUNTY PROGRAM FOR FY 2015, 2016 AND 2017 TO ALLOW THE CITY TO CONTINUE TO ACCESS FUNDS UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM, HOME INVESTMENT PARTNERSHIP (HOME) PROGRAM, AND EMERGENCY SHELTER GRANT (ESG) PROGRAM AS A PART OF THE PALM BEACH COUNTY ENTITLEMENT JURISDICTION; AUTHORIZING THE MAYOR TO SIGN SAID AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of South Bay desires to continue to access funds under the Community Development Block Grant (CDBG) , Home Investment Partnership (HOME) Program, and Emergency Solution Grant (ESG) Program under the Palm Beach County Urban County Program for Fiscal Years 2015, 2016, and 2017; and

WHEREAS, In addition by participating with the County the City of South Bay will be eligible to receive economic stimulus or disaster recovery funding which is distributed to the County by the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, by participation in the County's program the City is precluded from state CDBG funds, but the City may still apply for State HOME and ESG funds if state allows; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SOUTH BAY, AS FOLLOWS:

Section 1. **Adoption of Representations.** The foregoing "Whereas" clauses are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

Section 2. **Authorization of Mayor and City Manager.** The Mayor and the City Manager of the City of South Bay are hereby authorize to enter into an Interlocal Agreement to continue the City of South Bay's participation in the Palm Beach County Urban County Program for fiscal year 2015, 2016, and 2017 and to take all necessary and expedient action to carry out the intent of this Resolution.

Section 4. **Effective Date.** This Resolution shall be effective immediately upon its passage and adoption.

PASSED AND APPROVED this 15th day of July, 2014.

Moved by: Commissioner Berry

Seconded by: Vice-Mayor McKelvin

VOTE:

Mayor Scott	<input checked="" type="checkbox"/>	(Yes)	<input type="checkbox"/>	(No)
Vice-Mayor McKelvin	<input checked="" type="checkbox"/>	(Yes)	<input type="checkbox"/>	(No)
Commissioner Berry	<input checked="" type="checkbox"/>	(Yes)	<input type="checkbox"/>	(No)
Commissioner Kyles	<input checked="" type="checkbox"/>	(Yes)	<input type="checkbox"/>	(No)
Commissioner Wilson	<input checked="" type="checkbox"/>	(Yes)	<input type="checkbox"/>	(No)



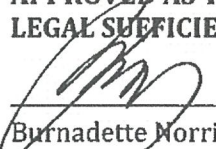
Shanique S. Scott, Mayor

Attested

By: 

Jessica Figueroa, City Clerk

**APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:**


Burnadette Morris-Week, Esquire
City Attorney

R 2014 1170
**INTERLOCAL COOPERATION AGREEMENT
BETWEEN PALM BEACH COUNTY
AND
CITY OF SOUTH BAY**

THIS AGREEMENT made and entered into on AUG 19 2014, by and between **Palm Beach County**, a political subdivision of the State of Florida, hereinafter referred to as the "County", and **City of South Bay**, a municipality duly organized and existing by virtue of the laws of the State of Florida, hereinafter referred to as the "Municipality".

WHEREAS, the parties hereto have the common power to perform Community Development Block Grant (CDBG) Program, Emergency Solutions Grant (ESG) Program and Home Investment Partnerships (HOME) Program activities within their jurisdictions, said common powers being pursuant to Section 125.01, Florida Statutes, and Chapter 163, Part III, Florida Statutes; and

WHEREAS, Section 163.01, Florida Statutes, known as the "Florida Interlocal Cooperation Act" authorizes local governments to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities that will harmonize geographic, economic, population and other factors influencing the needs and development of local communities; and

WHEREAS, Title I of the Housing and Community Development Act of 1974, as amended, mandates that a county must enter into interlocal cooperation agreements with municipalities in its jurisdiction for the purposes of implementing CDBG activities within said municipalities; and

WHEREAS, such interlocal cooperation agreements are also required to implement the HOME Program under Title II of the National Affordable Housing Act of 1990, as amended, and the ESG Program under the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act); and

WHEREAS, the County desires to join with the Municipality in order to carry out the planning and professional services necessary to implement the CDBG, ESG and HOME Programs during Federal Fiscal Years 2015, 2016 and 2017, and during subsequent Federal Fiscal Years; and

WHEREAS, the County and the Municipality agree to cooperate to undertake or assist in undertaking community renewal and lower income housing assistance activities; and

WHEREAS, the County and Municipality wish to cooperate in the implementation of the goals and objectives of the County's Consolidated Plan, as approved by the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the Municipality desires to cooperate with the County for the purpose of implementing the CDBG, ESG and HOME Programs; and

WHEREAS, the governing bodies of the County and the Municipality have each authorized this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, it is agreed as follows:

1. This Agreement covers the CDBG, ESG and HOME Programs and pertains to funds that the County is qualified to receive from HUD under said Programs for Federal Fiscal Years 2015, 2016 and 2017 which cover the three-year urban county qualification period beginning on October 1, 2015, and ending on September 30, 2018 (hereinafter the "Qualification Period"). This Agreement shall remain in effect until the CDBG, ESG and HOME funds and program income

received (with respect to activities carried out during the Qualification Period and during any subsequent three-year qualification periods covered by any renewal of this Agreement) are expended and the funded activities are completed. Neither the Municipality nor the County may terminate, or withdraw from, this Agreement while it remains in effect.

2. This Agreement shall be automatically renewed for a three-year qualification period at the end of the Qualification Period and at the end of each subsequent qualification period unless either party provides the other party a written notice in which it elects not to participate in a new qualification period. If such notice be given, the party electing not to participate shall also send a copy of the written notice to the HUD field office with jurisdiction over the County.

The County shall, by the date specified in HUD's Urban County Qualification Notice for the next qualification period, notify the Municipality in writing of its right not to participate, and the County shall provide a copy of such written notice to the HUD field office with jurisdiction over the County by the date specified in the Urban County Qualification Notice.

3. While this Agreement is in full force and effect, during the Qualification Period and during any subsequent three-year qualification periods covered by any renewal of this Agreement, the County and the Municipality agree to amend this Agreement to incorporate any changes necessary to meet the requirements for cooperation agreements as set forth by HUD in its Urban County Qualification Notices applicable to all subsequent three-year qualification periods, and to provide HUD such amendments as provided in the Urban County Qualification Notices. Failure to comply with the aforesaid shall void the automatic renewal of this Agreement.
4. The Municipality, by executing this Agreement, understands that:
 - (a) It may not apply for any grants from appropriations under the State of Florida CDBG Program for fiscal years during the period in which it participates in the County's CDBG Program.
 - (b) It may receive a formula allocation under the HOME Program only through the County. Even if the County does not receive a HOME formula allocation, the Municipality understands that it may not receive HOME Program funds from a HOME consortium with other local governments. This, however, does not preclude the County or the Municipality from applying to the State of Florida for HOME Program funds if the State of Florida so allows.
 - (c) It may receive a formula allocation under the ESG Program only through the County. This, however, does not preclude the County or the Municipality from applying to the State of Florida for ESG Program funds if the State of Florida so allows.
5. This Agreement is contingent upon the County's qualification as an "urban county" under the CDBG Program as determined by HUD, as well as HUD's award of funds under the CDBG, ESG and HOME Programs.
6. The County and the Municipality agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities. The County and the Municipality also agree to cooperate to enable the County to expend CDBG, ESG and HOME Program funds on eligible activities within the Municipality's jurisdiction during the Qualification Period and during any subsequent qualification periods covered by the renewal of this Agreement.
7. The Municipality shall assist and cooperate with the County in the preparation of the HUD required Consolidated Plan for the use of CDBG, ESG, and HOME Program funds. The County shall prepare the Consolidated Plan application and other necessary documents, and shall take full responsibility and assume all obligations as the applicant. The County and the Municipality agree to comply with said Consolidated Plan and implement activities as outlined in the Action Plan approved by HUD for the use of CDBG, ESG, and HOME Program funds. The

County and the Municipality agree that the County is hereby permitted to undertake or assist in undertaking essential community development and housing assistance activities within the Municipality's jurisdiction.

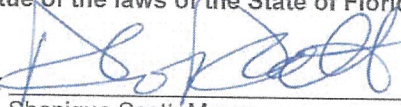
8. The County, through its Department of Economic Sustainability, shall assist the Municipality in undertaking all professional and administrative services necessary for the purposes of implementing activities of the CDBG, ESG and HOME Programs, including preparation of all applications and other necessary documents, planning and other administrative activities, as required.
9. Pursuant to 24 CFR 570.501(b), the Municipality is subject to the same requirements applicable to subrecipients, including the requirements of a written agreement as described in 24 CFR 570.503.
10. The Municipality may not sell, trade, or otherwise transfer all or any portion of CDBG Program funds to another metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG Program funds in exchange for any other funds, credits or non-Federal considerations, but must use such CDBG Program funds for activities under Title I of the Housing and Community Development Act of 1974, as amended.
11. The Municipality and the County shall take all actions necessary to assure compliance with the County's certification required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and affirmatively furthering fair housing. The Municipality and the County shall comply with Section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975), the Americans with Disabilities Act of 1990 and other applicable laws. The County shall not fund any activities in, or in support of, the Municipality should the Municipality not affirmatively further fair housing within its jurisdiction or should the Municipality impede the County's actions to comply with the County's fair housing certification.
12. The Municipality agrees that no person shall on the grounds of race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity or expression, or genetic information, be excluded from the benefits of, or be subjected to discrimination under, any activity carried out by the performance of this Agreement. Upon receipt of evidence of such discrimination, the County shall have the right to terminate this Agreement.
13. The Municipality has adopted, and is enforcing, a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and the Municipality has adopted, and is enforcing, a policy of enforcing applicable State and local laws against physically barring entrance to, or exit from, a facility or location which is the subject of such non-violent civil rights demonstrations within jurisdictions.
14. Palm Beach County has established the Office of Inspector General in Palm Beach County Code, Section 2-421 - 2-440, as may be amended. The Inspector General's authority includes, but is not limited to, the power to review past, present and proposed County contracts, transactions, accounts and records, to require the production of records, and to audit, investigate, monitor, and inspect the activities of the Municipality, its officers, agents, employees, and lobbyists in order to ensure compliance with contract requirements and detect corruption and fraud. Failure to cooperate with the Inspector General or interfering with or impeding any investigation shall be in violation of Palm Beach County Code, Section 2-421 to 2-440, and punished pursuant to Section 125.69, Florida Statutes, in the same manner as a second degree misdemeanor.

15. No provision of this Agreement is intended to, or shall be construed to, create any third party beneficiary or to provide any rights to any person or entity not a party to this Agreement, including but not limited to any citizen or employees of the County and/or the Municipality.
16. Nothing contained herein shall be deemed to authorize the delegation of the constitutional or statutory duties of the state, county or municipal officers.
17. A copy of this Agreement shall be filed with the Clerk and Comptroller in and for Palm Beach County.
18. Any prior agreements or contracts regarding the duties and obligations of the parties enumerated herein are hereby declared to be null and void.

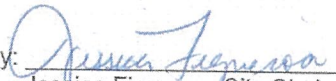
IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officials.

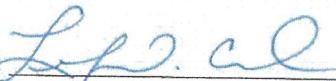
(MUNICIPAL SEAL BELOW)

**CITY OF SOUTH BAY, a
municipality duly organized and existing by
virtue of the laws of the State of Florida**

By: 
Shanique Scott, Mayor

ATTEST:

By: 
Jessica Figueroa, City Clerk

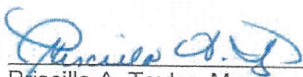
By: 
Leondrae Camel, City Manager (if applicable)


(COUNTY SEAL BELOW)

**PALM BEACH COUNTY, FLORIDA, a
Political Subdivision of the State of Florida**

BOARD OF COUNTY COMMISSIONERS

ATTEST: SHARON R. BOCK,
Clerk & Comptroller

By: 
Priscilla A. Taylor, Mayor


By: 
Deputy Clerk

Document No.: **R201411170**
AUG 19 2014

Approved as to Form and
Legal Sufficiency


Approved as to Terms and Conditions
Department of Economic Sustainability

By: 
Tammy K. Fields,
Chief Assistant County Attorney

By: 
Sherry Howard
Deputy Director

LEGAL CERTIFICATION BY PALM BEACH COUNTY

As Legal Counsel for Palm Beach County, Florida, I hereby state that the terms and provisions of this Agreement entered into on 8/19/14 by and between **Palm Beach County** and **City of South Bay** are fully authorized under State and local law, and that the Agreement provides full legal authority for Palm Beach County to undertake, or assist in undertaking, community renewal and lower income housing assistance activities.



Tammy K. Fields, Chief Assistant County Attorney
Palm Beach County, Florida

RESOLUTION 20-2020

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA RATIFYING THE CITY MANAGER'S SUBMISSION OF A UNITED STATES DEPARTMENT OF AGRICULTURE COMMUNITY FACILITY TECHNICAL ASSISTANCE AND TRAINING GRANT FOR FISCAL YEAR 2020 AND APPROVING CERTAIN GRANT PREPARATION SERVICES; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of South Bay ("City") is desirous of redeveloping property located at 105 Palm Beach Road within the City; and

WHEREAS, through information and belief, the subject property is suspected to be contaminated with petroleum and/or hazardous substances, rendering it a Brownfields site; and

WHEREAS, the City Manager previously submitted a United States Department of Agriculture Community Facility Technical Assistance and Training Grant ("Grant") on an expedited basis in order to meet the grant deadline date of April 30, 2020, See attached Composite Exhibit "A"; and

WHEREAS, the City sought technical assistance for a series of technical plans necessary for permitting and construction of a shelter/community center; and

WHEREAS, the City Manager subsequently approved a grant preparation service proposal with Cardno, Inc., attached hereto as Exhibit "B"; and

WHEREAS, needed technical documents included the following: an updated survey, stormwater management plan and stormwater facility design, updated environmental assessments, financing plan and project administration, which is a part of Composite Exhibit "A" attached hereto; and

WHEREAS, the City Commission now desires to ratify the submission of the United States Department of Agriculture Community Facility Technical Assistance and Training Grant to the United States Department of Agriculture; and

WHEREAS, City Commission finds that ratification of the submission of the United States Department of Agriculture Community Facility Technical Assistance and Training Grant is in the best interest of the residents of the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SOUTH BAY, AS FOLLOWS:

Section 1. Adoption of Representations. The foregoing “Whereas” clauses are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

Section 2. Authorization of City Manager. The City Manager of the City of South Bay hereby authorizes and ratifies the City Manager’s submission of a United States Department of Agriculture Community Facility Technical Assistance and Training Grant to the United States Department of Agriculture for redevelopment consideration of a parcel of land located at 105 Palm Beach Road within the City, as attached hereto as Composite Exhibit “A”; The City Manager is further authorized to take all necessary and expedient action to carry out the intent of this Resolution.

Section 3. Approval of Grant Preparation Services Proposal. The City Commission for the City of South Bay hereby approves the grant preparation services proposal with Cardno, Inc., attached hereto as Exhibit “B”, and authorizes the City Manager to execute the same.

Section 4. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and ADOPTED this 19th day of May 2020.

Joe Kyles, Mayor

ATTEST:

By: _____
Natalie Malone, City Clerk

APPROVED AS TO FORM AND

LEGAL SUFFICIENCY:

Burnadette Norris-Week, Esquire
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

Commissioner Berry	_____ (Yes)	_____ (No)
Commissioner McKelvin	_____ (Yes)	_____ (No)
Commissioner Wilson	_____ (Yes)	_____ (No)
Vice-Mayor Barnard	_____ (Yes)	_____ (No)
Mayor Kyles	_____ (Yes)	_____ (No)

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>		
* 3. Date Received: Completed by Grants.gov upon submission.		
4. Applicant Identifier: <input type="text"/>		
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: <input type="text"/>
State Use Only:		
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of South Bay"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="596000429"/>		* c. Organizational DUNS: <input type="text" value="0902625150000"/>
d. Address:		
* Street1: <input type="text" value="335 SW 2ND Ave"/>		
Street2: <input type="text"/>		
* City: <input type="text" value="South Bay"/>		
County/Parish: <input type="text"/>		
* State: <input type="text" value="FL: Florida"/>		
Province: <input type="text"/>		
* Country: <input type="text" value="USA: UNITED STATES"/>		
* Zip / Postal Code: <input type="text" value="33493-2225"/>		
e. Organizational Unit:		
Department Name: <input type="text"/>		Division Name: <input type="text"/>
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mr."/> * First Name: <input type="text" value="Nepoleon"/>		
Middle Name: <input type="text"/>		
* Last Name: <input type="text" value="Collins"/>		
Suffix: <input type="text"/>		
Title: <input type="text" value="Economic and Business Development Director"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="561-996-6751"/>		Fax Number: <input type="text"/>
* Email: <input type="text" value="ncollins@southbaycity.com"/>		

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Utilities Programs

11. Catalog of Federal Domestic Assistance Number:

10.766

CFDA Title:

Community Facilities Loans and Grants

* 12. Funding Opportunity Number:

USDA-RD-CFTAT-2020-DISASTER

* Title:

Community Facilities Technical Assistance and Training Grant - Disaster Relief Act 2019 Grant Funds

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

City of South Bay Community Facilities Technical Assistance Grant Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="50,000.00"/>
* b. Applicant	<input type="text" value="10,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="60,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

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Standard Form 424B (Rev. 7-97)
Prescribed by OMB Circular A-102

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Completed on submission to Grants.gov	Community Development Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of South Bay	Completed on submission to Grants.gov

Standard Form 424B (Rev. 7-97) Back

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	Certificate of Incorporation	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	TAX EXEMPT 2019.pdf	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3	AssuranceAgreement South Bay	Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4	SAM DUNS Information.pdf	Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5	South Bay FY2018 CAFR_Issued	Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6	Equal Opportunity Agreement.p	Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7	USDA Application South Bay Te	Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8		Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9		Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10		Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11		Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12		Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13		Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14		Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15		Add Attachment	Delete Attachment	View Attachment

Chapter 15. Property

Chapter 16. Police and Traffic

Chapter 17. Regulations and Offenses

Chapter 18. Employees

Chapter 19. Urban Renewal and Housing

Chapter 20. Planning and Zoning

Chapter 21. Miscellaneous Provisions

CHAPTER 1. INCORPORATION; FORM OF GOVERNMENT BOUNDARIES; ANNEXATION

Section 1-1. Short title.

The contents of this act and amendments and appendixes hereto shall be known as "the Charter of the City of South Bay", and may be referred to as "the charter", "this charter", "city charter" or "Charter of the City of South Bay".

Section 1-2. City of South Bay created; predecessor abolished.

A municipal corporation of the State of Florida, to be located in Palm Beach County and to be known as the City of South Bay is hereby created and established. That municipality of the State of Florida, created by Chapter 27897, Special Acts of Florida, 1951, is hereby abolished in favor of this municipality by this charter created. The municipality by this charter created may be referred to in the charter as "the city", "said city" or "the City of South Bay".

Editor's note—Pursuant to the provisions of the Municipal Home Rule Powers Act (F.S. Ch. 166), the provisions of the two sentences of the above section probably cannot be amended without a referendum. See F.S. § 166.021(4).

Section 1-3. Perpetual existence for city created.

The municipal corporation by this charter created shall have perpetual existence and perpetual succession.

Editor's note—Pursuant to the provisions of the Municipal Home Rule Powers Act (F.S. Ch. 166), the provisions of the above section probably cannot be amended without a referendum. See F.S. § 166.021(4).

Section 1-4. Municipality created as successor to abolished municipality.

(a) The title, rights and ownership of property, uncollected taxes, assessments, dues, claims, licenses, judgments, decrees, and choses in action held or owned by the municipality by this act abolished is hereby declared to pass to and be vested in the municipal corporation hereby created and established to succeed such municipality.

(b) The ordinances, code of ordinances, and resolutions of the former City of South Bay shall be and remain the ordinances, code of ordinances and resolutions of the city hereby created and



Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 10/15

85-8012621692C-4	07/31/2017	07/31/2022	MUNICIPAL GOVERNMENT
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

CITY OF SOUTH BAY
335 SW 2ND AVE
SOUTH BAY FL 33493-2225

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 10/15

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions regarding your exemption certificate, please contact the Exemption Unit of Account Management at 800-352-3671. From the available options, select "Registration of Taxes," then "Registration Information," and finally "Exemption Certificates and Nonprofit Entities." The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

The following attachment is not included in the view since it is not a read-only PDF file.

Upon submission, this file will be transmitted to the Grantor without any data loss.

AssuranceAgreement South Bay.pdf



A NEW WAY TO SIGN IN - If you already have a SAM account, use your SAM email for login.gov.

[Log In](#)

[Login.gov FAQs](#)

⚠️ ALERT: SAM.gov will be down for scheduled maintenance Saturday, 04/11/2020 from 8:00 AM to 1:00 PM

Entity Dashboard

Entity Overview

Entity Registration

Core Data

Assertions

Reps & Certs

POCs

Exclusions

Active Exclusions

Inactive Exclusions

Excluded Family Members

[RETURN TO SEARCH](#)

SOUTH BAY, CITY OF
DUNS: 090262515 CAGE Code: 89A65
Status: Active
Expiration Date: 01/26/2021
Purpose of Registration: Federal Assistance Awards Only

335 Sw 2nd Ave
South Bay, FL 33493-2225
UNITED STATES

Review Core Data

Current Record

VIEW HISTORICAL RECORD

DUNS Number: 090262515
D&B Legal Business Name: SOUTH BAY, CITY OF
Doing Business As: South Bay Public Safety

Business & TIN Information:

Business Information:

Business Start Date: 10/02/1967
Fiscal Year End Close Date: 09/30
Company Division Name:
Company Division Number:
Corporate URL:
Congressional District: FL 20
Initial Registration Date: 02/26/2019
Submission Date: 01/27/2020
Activation Date: 01/27/2020
Expiration Date: 01/26/2021

Physical Address:

Address Line 1: 335 Sw 2nd Ave
City: South Bay
State/Province: FL
Country: UNITED STATES
ZIP/Postal Code: 33493 - 2225

Mailing Address:

Address Line 1: 335 Sw 2nd Ave
Address Line 2:
City: South Bay
State/Province: FL
Country: UNITED STATES
ZIP/Postal Code: 33493 - 2225

CAGE/NCAGE Code

CAGE: 89A65

General Information

Doing Business As: South Bay Public Safety

Country of Incorporation:

State of Incorporation:

Correspondence Flag:

Business Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUB/one small business concern. Additional small business information may be found in the [SBA's Dynamic Small Business Search](#) if the entity completed the SBA Supplemental Pages during registration.

Government Type

U.S. Local Government

City:

Entity Type

US Local Government

Purpose of Registration

Federal Assistance Awards

Other Governmental Entities

Planning Commission

Financial Information

Do you accept credit cards as a method of payment? No

Account Details:

CAGE Code: 89A65

Electronic Funds Transfer:

Automated Clearing House (ACH):

Executive Compensation Questions

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2.C.F.R. 200 Appendix XII. Their responses are not displayed in SAM. They are sent to FAPIIS.gov for display as applicable. Maintaining an active registration in SAM demonstrates the registrant responded to the proceedings questions.

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results.

Yes

4/7/2020

View Details - Core Data | System for Award Management



IBM-P-20200327-1355
WWWWS

Search Records	Disclaimers	FAPHS.gov
Data Access	Accessibility	GSA.gov/IAE
Check Status	Privacy Policy	GSA.gov
About		USA.gov
Help		

This is a U.S. General Services Administration Federal Government computer system that is "FOR OFFICIAL USE ONLY." This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.

The following attachment is not included in the view since it is not a read-only PDF file.

Upon submission, this file will be transmitted to the Grantor without any data loss.

South Bay FY2018 CAFR_Issued.pdf

EQUAL OPPORTUNITY AGREEMENT

This agreement, dated April 27, 2020 between

City of South Bay

(herein called "Recipient" whether one or more) and United States Department of Agriculture (USDA), pursuant to the rules and regulations of the Secretary of Labor (herein called the "Secretary") issued under the authority of Executive Order 11246 as amended, witnesseth:

In consideration of financial assistance (whether by a loan, grant, loan guaranty, or other form of financial assistance) made or to be made by the USDA to Recipient, Recipient hereby agrees, if the cash cost of construction work performed by Recipient or a construction contract financed with such financial assistance exceeds \$10,000 - unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965.

1. To incorporate or cause to be incorporated into any contract for construction work, or modification thereof, subject to the relevant rules, regulations, and orders of the Secretary or of any prior authority that remain in effect, which is paid for in whole or in part with the aid of such financial assistance, the following "Equal Opportunity Clause":

During the performance of this contract, the contractor agrees as follows:

- (a) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the USDA setting forth the provisions of this nondiscrimination clause.
- (b) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- (c) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the USDA, advising the said labor union or workers' representative of the contractor's commitments under this agreement and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (d) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of all rules, regulations and relevant orders of the Secretary of Labor.
- (e) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, rules, regulations, and orders, or pursuant thereto, and will permit access to his books, records, and accounts by the USDA Civil Rights Office, and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (f) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by Law.
- (g) The contractor will include the provisions of paragraph 1 and paragraph (a) through (f) in every subcontract or purchase order, unless exempted by the rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the USDA may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the USDA, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0018. The time required to complete this information collection is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

2. To be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the organization so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

3. To notify all prospective contractors to file the required 'Compliance Statement', Form RD 400-6, with their bids.

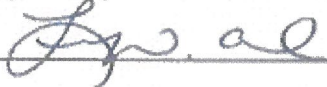
4. Form AD-425, Instructions to Contractors, will accompany the notice of award of the contract. Bid conditions for all nonexempt federal and federally assisted construction contracts require inclusion of the appropriate "Hometown" or "Imposed" plan affirmative action and equal employment opportunity requirements. All bidders must comply with the bid conditions contained in the invitation to be considered responsible bidders and hence eligible for the award.

5. To assist and cooperate actively with USDA and the Secretary in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary, that will furnish USDA and the Secretary such information such as, but not limited to, Form AD-560, Certification of Nonsegregated Facilities, to submit the Monthly Employment Utilization Report, Form CC-257, as they may require for the supervision of such compliance, and that it will otherwise assist USDA in the discharge of USDA's primary responsibility for securing compliance.

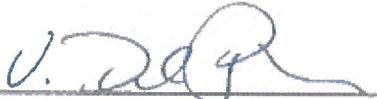
6. To refrain from entering into any contract or contract modification subject to such Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and Federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by USDA or the Secretary of Labor pursuant to Part II, Subpart D, of the Executive Order.

7. That if the recipient fails or refuses to comply with these undertakings, the USDA may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the organization under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such organization; and refer the case to the Department of Justice for appropriate legal proceedings.

Signed by the Recipient on the date first written above.



Recipient



Recipient

(CORPORATE SEAL)

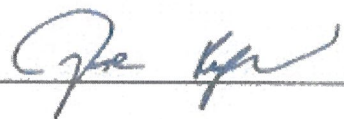
Attest:



Secretary

Joe Kyles Mayor

Name of Corporate Recipient

By 

President

City of South Bay, Palm Beach County, Florida
DEPARTMENT OF AGRICULTURE Rural Housing Service [Docket No. RHS-20-
CF-0003] Community Facilities Technical Assistance and Training Grant for
Fiscal Year 2020

Application Requirements

1. Required Forms: All forms have been submitted through grants.gov.

2. Legal Status

a. Public Body: The Applicant is a unit of local government.

I, Leondrae Camel, as City Manager of the City of South Bay, Florida, certify on April 21, 2020 that the City of South Bay in Palm Beach County, Florida, which was created by the Florida Legislature, shall continue as a municipal corporation, according to state law *Municipal Home Rule Powers Act, F.S. ch. 166*.

3. Statement of Compliance: This is to certify the City of South Bay is in compliance with Title VI of the Civil Rights Act of 1964.

4. Project Narrative

Experience in Providing the Proposed Service

The City of South Bay (City), Palm Beach County, Florida is applying as an **ultimate recipient** of the *Community Facilities Technical Assistance and Training Grant* for Fiscal Year 2020. The requested grant funds will be utilized to contract with an experienced and qualified environmental team and funding specialist in order to draft technical documents necessary for the City to finance and to build a critical community facility, an emergency shelter/community center.

Experience: The City Manager will supervise the technical assistance provider and all aspects of the day-to-day operations of the project. The City Finance Director will manage the grant funds. Combined these administrators have over 30 years of experience in providing public service in the areas of grant and project management and financial oversight. The Finance Director has been with the City for ten years and at present manages accounting and fiscal functions for the City, including local, state and federal grants. Prior to his career with the City, the finance director worked for twenty years in private accounting firms in Florida providing professional auditing and accounting services to non-profit and corporate clients.

Additionally, the City will conduct a fair and open bid process to secure an environmental services firm that has a minimum of ten years of experience in providing the required technical documents, including assessments and plans. The requirement of experience will be specified in the bid RFP and will be heavily factored in the selection process. This procurement process will be carried out through an open bid process and be fully consistent with federal procurement requirements, 2 C.F.R. 200. Further, the City has

City of South Bay, Palm Beach County, Florida

mechanisms in place to replace lost staff and obtain additional contractor resources, if necessary.

No prior grant received: The City has never received a TAT Grant.

Population: The population of the proposed area serves as of the 2010 Census was below 5,000. South Bay Florida, as of the 2010 US census, had a population of 4,874.

Median Household Income: According to the 2010 US Census, the City of South Bay MHI in 2010 was \$26,913 and the State of Florida MHI was \$52,495. **The City MHI is below 60% of the state MHI.**

Multi-jurisdictional: The Shelter/Community Center, once constructed, will service the Glades Region, which is comprised of the cities of Belle Glade, Pahokee and South Bay, Canal Point, and surrounding areas in Palm Beach County, which make up the Glades Unincorporated Urban Service Area. The Shelter would also be open to residents of the town of Clewiston, which is in Hendry County.

The project is also supported by the Treasure Coast Regional Planning Council (TCRPC) as the facility is of regional importance to the health and safety of residents in this rural area. TCRPC is a not-for-profit organization created by and for local governments to provide planning and technical assistance services and assist in carrying out Florida's growth management programs. It was established in 1976 through an inter-local agreement between Indian River, St. Lucie, Martin, and Palm Beach counties. Membership includes all four counties and 52 municipalities. It is the Treasure Coast's only regional forum where elected and appointed leaders regularly come together to discuss complex regional issues; develop strategic regional responses for resolving them; and build consensus for setting and accomplishing regional goals. Elected officials serve annual terms, and gubernatorial appointees serve three-year terms. TCRPC is made up of nineteen elected officials and nine gubernatorial appointees.

Successes in completing projects of a similar nature

Leondrae Camel, City Manager, has 14 years of experience in executing similar grant projects. I have successfully managed and implements programs such as Department of Justice Project Safe Neighborhoods that allowed the construction of community centers and developing local initiatives. I have also applied and was approved for Florida Department of Economic Opportunity Technical Assistance Grant, which allowed the City of South Bay to create and implement a five (5) year Master Plan. I also have experience in creating and regularly monitoring multiple performance matrix and risk assessments to ensure compliance with goals and to identify gaps in policies, procedures and business processes. The City Financial Director gained 20 years of experience in the management of city finances and grant programs. The finance director has been able to ensure the effectiveness of financial systems and internal controls to ensure that they are fit for the purpose of protecting the public assets. He

City of South Bay, Palm Beach County, Florida

also provides the commission with bi-weekly expenditure reports to ensure transparency.

The City has managed multiple successful county, state and federal grant programs, such as HUD Community Development Block Grants and Florida Department of Transportation grants. From 2017 to 2019, the City received \$979,583.18 in HUD CDBG funds. These funds were applied to multiple projects, including code enforcement and park improvements, which are critical to improving the lives of area residents. The City was successful in completing the following improvements to Tanner and Cox Parks: resurfacing; new recreation and sports equipment/courts; two new gazebos installations; new walking paths; a new playground; perimeter fencing repairs and installation; sidewalk repairs; grade improvements; sod replacements; renovations to restroom building; railing installations; new ADA ramp; resurfacing of existing tennis courts; repainting; and installing improved lighting.

The Florida Department of Transportation awarded the City approximately \$4.1 million in project funds during the same two-year period. The funds were used for multiple transportation improvement throughout the City. These upgrades and enhancements included drainage improvements; grading; sloping; re-sodding; soil improvements; replacement of curbs and gutters; widening of existing sidewalks; pavement reconstruction; and new signing and pavement markings. All projects were successfully completed and managed by the City Manager and Financial Director, who will oversee this project.

Needs of the Community

South Bay, Florida is located approximately 45 miles west of West Palm Beach, 75 miles east of Fort Myers and 75 miles northwest of Miami in the rural western area of Palm Beach County, in the in-land portion of Florida. The community is situated on the southeastern shores of Lake Okeechobee. The City is located at the crossroads of South Florida where State Highway 80 and U.S. Highway 27 meet, linking the East Coast of Florida with the West Coast of Florida. South Bay is approximately 40 miles from the nearest North/South interstate.

South Bay Florida, as of the 2010 US census, had a population of 4,874. The city is a blue-collar town, with 36.62% of people working in blue-collar occupations, while the average in America is just 27.7%. People of Hispanic or Latino origin account for 24.77% of the city's residents. South Bay also has a high percentage of its population that was born in another country: 21.15%.

The City is home to a number of vulnerable populations that make an emergency shelter necessary. Nearly seven percent of residents live in mobile homes. Over 20% of area residents live in homes more than fifty years in age. A majority of residents (over 53%) live in rental properties. **These factors mean that housing conditions may not allow a majority of area residents to safely shelter in their own homes during**

City of South Bay, Palm Beach County, Florida

catastrophic events. These residents need a hardened shelter that they can easily access. This facility would provide that much needed safety.

The emergency shelter/community center has been deemed a critical need by the mayor and the South Bay City Commission. Further, the facility meets with recommendations made in the master plan has been developed for the Glades Region and is entitled, *Glades Regional Master Plan (2015)*. Project partners studied the following plan components and recommended improvements that are aligned with HUD-endorsed livability principles and engaged in a deep and meaningful public engagement process in developing the plan.

The shelter will provide a typically-abled and handicapped-accessible storm shelter that is able to provide beds, hygiene facilities and food service operations during a disaster scenario. When the City is not operating the facility as a shelter, it will be used as a community center. This community center will serve city residents with a number of other critical services. The City has planned the following services to be housed in the facility during normal operations:

- Small business/entrepreneurial center
- Community kitchen and cafe
- Classrooms and meeting space
- Cultural center and recreation facility
- Social services offices
- Health/dental services
- Food bank
- Outdoor passive and active recreation space
- Transportation hub

The City is creating a one-stop service center to allow its residents to grow, to improve the quality of their lives and to prosper, which will allow the City to move beyond its current status as a rural underserved community.

[All data sourced from the US Census Bureau.]

Natural Disasters

In the past ten years, Palm Beach County and the City have experienced extensive damage from natural disasters. These disasters include the following, as reported by FEMA:

- Florida Covid-19 Pandemic DR 4486
- Hurricane Dorian – DR 4468
- Hurricane Irma – DR-4437
- Hurricane Matthew- DR-4283
- Hurricane Isaac – DR-4084

The number of disasters in the project area emphasize the need for a hardened shelter to protect the lives of vulnerable residents who are not able to shelter in place safely.

City of South Bay, Palm Beach County, Florida

Economic factors

The majority of South Bay residents live in low-income households. Only 19.4% of the community is currently in the workforce. Nearly 32% of all residents live below the poverty level. Another 22% live within 200% of the poverty level. Forty percent of households receive food stamps. These low-income populations are considered to be the most vulnerable to the impacts of natural disasters. Furthermore, the business/entrepreneurial center located in the critical facility will offer support to area residents to create their own economic opportunities that are currently lacking in the City. [Source: American Community Survey, 2018]

Safety

Violent crime rates are higher here than in the rest of the state. The rate for South Bay is 404 violent crimes per 100,000 people compared to 385 in the state and 381 in the US. Robbery rates are more than double the state and national rates 173 per 100,000 in South Bay compared to 79.3 in Florida and 86.2 in the US. Ninety-one percent of cities in the US are safer than South Bay. [Source: <https://www.areavibes.com/south+bay-fl/crime/>] The City leadership and County Sheriff's Office believe that these statistics would be improved if local residents had access to the types of services that will be provided at the proposed community center, such as small business and entrepreneurial support, educational activities, and cultural/recreational opportunities. These same opportunities would also do much to improve the health and well-being of our residents.

Health and Wellbeing

According to the US Health Resources and Services Administration, South Bay is a high-need area with critical shortages in professional services in all categories, healthcare, dental care and mental health services. The Lakeside Medical Center in Belle Glade is the nearest Hospital to South Bay. According to the Hospital's 2019 Community Health Assessment, key health issues were diabetes, high blood pressure/hypertension, obesity and mental health. These factors would be improved through education, such as nutrition counseling and health cooking classes offered in the community kitchen. Recreation services, such as fitness courses and safe walking spaces offered at the proposed community center would give residents an opportunity to improve their activity levels in a safe environment. Better nutrition would also be facilitated through the community kitchen and the food pantry.

Capacity

The City is a small local unit of government with only 10 full-time administrative employees. While we have the ability to manage the grant financials, we do not have the internal capacity to draft the technical documents necessary for construction of the center; thus, we need a qualified environmental team to draft the necessary technical reports and assessments as described below.

Objectives of the Project: The facility will be constructed within the city boundaries. The short-term objectives are to draft five technical documents to insure the construction of a critical facility. The City and the proposed project is an eligible type of

City of South Bay, Palm Beach County, Florida

project to apply for funding under the Community Facilities Technical Assistance & Training Grant (CF TAT) program in accordance with 7 CFR 3570.263.

The long-term objectives of the project are to construct a critical facility to mitigate loss of human life in disaster scenarios. Further, the critical facility will assist local residents in improving the overall quality of life here.

5. Financial Information: Please see the attached audit (or balance and income sheet).

6. Matching Funds: The City will provide 20% matching funds to this project. The source of these funds is from our local capital improvement project fund. The capital improvement budget with line items are found on pages 55-56 of the CAFR. Please see the attachments.

7. Services Provided: The city is seeking technical assistance with a series of technical plans necessary for permitting and construction of the shelter/community center. These technical documents include the following:

- Updated survey
- Stormwater management plan and stormwater facility design
- Updated environmental assessments and corrective action plan (if necessary)
- Site preparation and cut/fill design
- Financing Plan
- Project administration

8. Known Relationships: The City does not have any current association of relationship with Rural Development employees. The City has contacted the local office to discuss the suitability of this project for the grant.

9. Grantee Selection Criteria – not applicable. The City is the ultimate recipient.

10. Project Costs: The project costs include the drafting/completion of the following technical reports:

- Updated survey \$17,500
- Stormwater management plan and stormwater facility design \$5,000
- Updated environmental assessments and corrective action plan (if necessary) \$9,000
- Site preparation and cut/fill design \$12,500
- Financing Plan \$10,000
- Administration fee \$6,000

TOTAL PROJECT COSTS \$60,000

Federal Share: \$50,000

Local Share: \$10,000

11. Indirect Costs: As noted above in the project costs, the City will utilize 10% of the grant for administration of the grant (\$5,000 in federal funds to be matched with \$1,000

City of South Bay, Palm Beach County, Florida

of local funds from the city budget), but the City does not have a federally-negotiated indirect cost rate. The administration fee will partially cover overhead expenses encountered during the grant period, such as office supplies, printing, posting advertisements and flyers regarding public meetings, and additional administrative expenses related to the grant project.

12. Financial Management System: City staff members have a history of timely compliance with all federal and state grants under the City's direct control. In order to comply with grant program requirements, the City closely monitors progress and conducts annual audits as needed. As stated, no adverse audit findings have been determined. The Federal projects listed above were either completed successfully or are ongoing without issues that have required any corrective measures. All terms and conditions of the awarding agencies are being met in a timely manner and in accordance with set work schedules. According to the related notes in the City's financial statements funds for the prior fiscal year ended in accordance with US accounting principles. No adverse audit findings with respect to Office of Management and Budget Circular A-133 /U.S. Govt. Accountability Office have been determined.

13. Scoring Information

a. **UR Identification and Facts:** see table below

UR Identification and Facts	SOURCE: US CENSUS 2010
Ultimate Recipient	City of South Bay, Palm Beach County, Florida
Size	2.68 square miles
MHI	\$26,913
Location	South Bay, Florida is located approximately 45 miles west of West Palm Beach, 75 miles east of Fort Myers and 75 miles northwest of Miami in the rural western area of Palm Beach County in in-land Florida. The community is situated on the southeastern shores of Lake Okeechobee. The city of South Bay is located at the crossroads of South Florida where State Highway 80 and U.S. Highway 27 meet, linking the East Coast of Florida with the West Coast of Florida. South Bay is approximately 40 miles from the nearest North/South interstate.
Population	4,876

City of South Bay, Palm Beach County, Florida

Minority Percentage	Over 60% of the population describes their race as other than being white alone, making South Bay a minority majority city.
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b. Type of Assistance: The City, as an ultimate recipient applicant, is seeking technical assistance funds in order to complete a series of technical plans necessary for permitting and construction of the critical facility, a shelter/community center. These technical documents include the following:

- Updated survey
- Stormwater management plan and stormwater facility design
- Updated environmental assessments and corrective action plan (if necessary)
- Site preparation and cut/fill design
- Financing Plan
- Project administration

c. Project Evaluation: The City will evaluate the success of the project through the completion of all listed technical documents. The City will also consider the use of a grant funds for these purposes as an indication of success. The City uses a financial management system as described in item 12 to track progress and appropriate uses of funds. The ultimate goal is the construction of the critical facility to support this rural community and the surrounding area.

d. Project Need Documentation: See pages 3-5 of the narrative for description and documentation of community need.

e. Staffing Considerations: The City as an ultimate recipient will utilize two FTE, the City Manager and Finance Director. The City successfully maintains a record of timely and acceptable performance for all previous grant projects, including reporting, data entry and other necessary documentation for these projects. Further, the City will work closely with the qualified environmental/financing professional to be sure that all grant requirements are met and that all project benchmarks, outcomes, outputs and reports are achieved in a timely efficient manner. These benchmarks will be tracked through a project management system that includes a concise project timeline.

As noted above in the narrative, the City administration has 14 years of experience in grant management. Further, the City will procure the services of a qualified and experienced environmental services firm and funding specialist with a minimum of ten years of experience to provide the needed technical assistance.

f. Project Timeline: The City estimates that the procurement of the technical documents noted above will be completed within 18 months of the execution of this proposed grant agreement. A final closeout of this grant will be completed within 24 months.

City of South Bay, Palm Beach County, Florida

Project Timeline	
Activity	Expected Months of Completion
Updated environmental assessments and corrective action plan (if necessary)	Months 1-10
Updated survey	Months 3-12
Stormwater management plan and stormwater facility design	Months 6-12
Site preparation and cut/fill design	Months 10-18
Financing Plan	Months 1-18
Project administration	Throughout until Month 24 closeout

g. Budget Information – All project funds will support the City of South Bay and will only be used to procure the reports/technical documents described in item b. above. The City personnel involved include the City Manager and Finance Director and their salaries are provided to the project as an in-kind contribution to the project.

14. Additional Requirements – TAP ONLY – not applicable

15. Additional Requirements – UR ONLY

Ties to local area: As a unit of local government, the City by default represents the constituents of the community that this project will serve. The following officials demonstrate the connection local government officials have to the City and the people they represent.

Mayor Joe Kyles: Joe Kyles has lived in South Bay since 1970. He was educated in the local schools where he graduated from Lake Shore Junior-Senior High in Belle Glade. He matriculated into vocational training at North Technical School in Riviera Beach FL. He began his career with the Okeelanta Sugar Corporation in South Bay, a subsidiary of Florida Crystals Inc., and served for 20 years until he retired as a division supervisor. The energy and vigor he felt in helping and empowering the people of the area was raging upon retirement, so he began a second twenty-year career as a Labor negotiator with the International Association of Machinist and Aerospace Workers (IAMAW) Lodge 166 in South Bay and Cape Canaveral. Kyles thrives upon improving the quality of life for the residents of South Bay, which drove him to run for Mayor.

Vice Mayor Betty Barnard: On Tuesday, March 13, 2018, Betty J. Barnard was elected to the City of South Bay City Commission. Barnard holds commission seat four and was installed on March 20, 2018 for the 2018-2020 term. She is a first time city commissioner. Betty Barnard was born on breezy spring day in the month of March in Belle Glade, Florida. Born to Maggie and Eddie Lee Adams and raised in South Bay, Florida, Betty is the third youngest sibling. She is the proud parent of two children: her daughter Chinnita who obtained a bachelor's degree in finance from Florida State University in Tallahassee, Florida; and her son Samori, who is a business administration graduate from Flagler University in Tallahassee, Florida. The joy of her life revolves around assisting in raising and instilling family virtues in her grandsons Ra'Shadd and Kylur. Barnard decided to run for city commissioner because she wanted to actively

City of South Bay, Palm Beach County, Florida

engage citizens through transparency, communication, education, advocacy and through the breaking barriers. She pushed herself beyond her comfort zone in order to do the important work for the residents and community. Her greatest efforts revolve around serving the city through building movements not monuments. Her dedication to the community to do great work means that she will do the best job representing the City of South Bay on local, county, state, and national levels. Demonstrating leadership throughout her 40 years as an educator for the School District of Palm Beach County has prepared her to step into the forefront of leadership. As City Commissioner, her plans are to offer more town hall meetings for resident dialogue, as well as an open ear and mind. She seeks to address problems and matters brought forth. Barnard is known for stating "I want to encourage the residents to focus on what counts in the city, by breaking barriers and building a better future for change and progress. "

Attachments

See attachments for a copy of the last audit.



Representations Regarding Felony Conviction and Tax Delinquent Status for Corporate Applicants

AD-3030

Note: You only need to complete this form if you are a corporation. A corporation includes, but is not limited to, any entity that has filed articles of incorporation in one of the 50 States, the District of Columbia, or the various territories of the United States including American Samoa, Federated States of Micronesia, Guam, Midway Islands, Northern Mariana Islands, Puerto Rico, Republic of Palau, Republic of the Marshall Islands, or the U.S. Virgin Islands. Corporations include both for-profit and non-profit entities.

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). The authority for requesting the following information for U.S. Department of Agriculture (USDA) agencies and staff offices is in § 744 and 745 of the Consolidated Appropriations Act, 2019, Pub. L. 116-6 as amended and/or subsequently enacted. The information will be used to confirm applicant status concerning entity conviction of a felony criminal violation, and/or unpaid Federal tax liability status.

According to the Paperwork Reduction Act of 1995 an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0025. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal, civil, fraud, privacy, and other statutes may be applicable to the information provided.

PART A - APPLICANT

1. APPLICANT'S NAME City of South Bay	2. APPLICANT'S ADDRESS (Including Zip Code) 335 SW 2nd Ave, South Bay, FL 33493	3. TAX ID NO. (Last 4 digits) 0429
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4A. Has the Applicant been convicted of a felony criminal violation under any Federal law in the 24 months preceding the date of application? ☐ YES ☒ NO

4B. Does the Applicant have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability? ☐ YES ☒ NO

Providing the requested information is voluntary. However, failure to furnish the requested information will make the applicant ineligible to enter into a contract, memorandum of understanding, grant, loan, loan guarantee, or cooperative agreement with USDA.

PART B - SIGNATURE

5A. APPLICANT'S SIGNATURE (BY) Completed by Grants.gov upon submission.	5B. TITLE/RELATIONSHIP OF THE INDIVIDUAL IF SIGNING IN A REPRESENTATIVE CAPACITY Community Development Manager	5C. DATE SIGNED (MM-DD-YYYY) Completed by Grants.gov upon submission.
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In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint \(https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer\)](https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442.

REV 04/19



Certification Regarding Debarment, Suspension, and Other Responsibility Matters Primary Covered Transactions

AD-1047

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 C.F.R. § 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995 an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal, civil, fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page two before completing certification.)

- A. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
1. Are not presently debarred, suspended, or proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (A.2.) of this certification; and
 4. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- B. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME

City of South Bay

PR/AWARD NUMBER OR PROJECT NAME

City of South Bay Community Facilities Technical Assistance

NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S)

Prefix:

First Name: Napoleon

Middle Name:

Last Name: Collins

Suffix:

Title:

Community Development Manager

SIGNATURE(S)

Completed by Grants.gov upon submission.

DATE

Completed by Grants.gov upon submission.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint \(https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer\)](https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442.

Instructions for Certification

- (1) By signing and submitting this form, the prospective primary participant is providing the certification set out on page 1 in accordance with these instructions.
- (2) The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out on this form. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
- (3) The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
- (4) The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (5) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549, at 2 C.F.R. Parts 180 and 417. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
- (6) The prospective primary participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
- (7) The prospective primary participant further agrees by submitting this form that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- (8) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the System for Award Management (SAM) database.
- (9) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- (10) Except for transactions authorized under paragraph (6) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.


**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions**
AD-1048

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 C.F.R. §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995 an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal, civil, fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page two before completing certification.)

- A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME

City of South Bay

PR/AWARD NUMBER OR PROJECT NAME

City of South Bay Community Facilities Technical Assistance

NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S)

Prefix:

First Name: Napoleon

Middle Name:

Last Name:

Collins

Suffix:

Title:

Community Development Manager

SIGNATURE(S)

Completed by Grants.gov upon submission.

DATE

Completed by Grants.gov upon submission.

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Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint (<https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer>) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442.

Instructions for Certification

- (1) By signing and submitting this form, the prospective lower tier participant is providing the certification set out on page 1 in accordance with these instructions.
- (2) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
- (3) The prospective lower tier participant shall provide immediate written notice to the person(s) to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (4) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549, at 2 C.F.R. Parts 180 and 417. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
- (5) The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- (6) The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- (7) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the System for Award Management (SAM) database.
- (8) Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- (9) Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.



**Certification Regarding Drug-Free Workplace Requirements (Grants)
Alternative I – For Grantees Other Than Individuals**

AD-1049

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing §§ 5151-5160 of the Drug-Free Workplace Act of 1998 (Pub. L. 100-690, Title V, Subtitle D. 41 U.S.C. § 8101 et seq.), and 2 C.F.R. Parts 182 and 421. The regulations were amended and published on June 15, 2009, in 74 Fed. Reg. 28150-28154 and on December 8, 2011, in 76 Fed. Reg. 76610-76611. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the grant.

According to the Paperwork Reduction Act of 1995 an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal, civil, fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page three before completing certification.)

- A. The grantee certifies that it will or will continue to provide a drug-free workplace by:
1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 2. Establishing an ongoing drug-free awareness program to inform employees about –
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug-abuse violations occurring in the workplace.
 3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph A.1.
 4. Notifying the employee in the statement required by paragraph A.1 that, as a condition of employment under grant, the employee will –
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph A.4.b from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph A.4.b, with respect to any employee who is so convicted –
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or, local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs A.1 through A.6.

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

PLACE OF PERFORMANCE (Street Address, City, County, State, Zip Code)

Street1:
Street2:
City: County:
Country:
State:
Province:
Zip / Postal Code:

Check ☐ if there are workplaces on file that are not identified here.

ORGANIZATION NAME

City of South Bay

PR/AWARD NUMBER OR PROJECT NAME

City of South Bay Community Facilities Technical Assistance

NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S)

Prefix: First Name:
Middle Name:
Last Name:
Suffix:
Title:

SIGNATURE(S)

Completed by Grants.gov upon submission.

DATE

Completed by Grants.gov upon submission.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint \(https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer\)](https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442.

Instructions for Certification

- (1) By signing and submitting this form, the grantee is providing the certification set out on pages one and two in accordance with these instructions.
- (2) The certification set out on pages one and two is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
- (3) Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
- (4) Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).
- (5) If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s). If it previously identified the workplaces in question, see paragraph (3) above.
- (6) Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:
 - "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act, 21 U.S.C. § 812, and as further defined by 21 C.F.R. §§ 1308.11-1308.15.
 - "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes.
 - "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance.
 - "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) all "direct charge" employees (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant and, (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement, consultants or independent contractors not on the grantee's payroll, or employees of subrecipients or subcontractors in covered workplaces).

This form is available electronically.

OMB Control No. 0505-0025
Expiration Date: 6/30/2022



**Assurance Regarding Felony Conviction
or Tax Delinquent Status for Corporate Applicants**

AD-3031

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). The authority for requesting the following information for U.S. Department of Agriculture (USDA) agencies and staff offices is in § 744 and 745 of the Consolidated Appropriations Act, 2019, Pub. L. 116-6 as amended and/or subsequently enacted. The information will be used to confirm applicant status concerning entity conviction of a felony criminal violation, and/or unpaid Federal tax liability status.

According to the Paperwork Reduction Act of 1995 an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0025. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal, civil, fraud, privacy, and other statutes may be applicable to the information provided.

This award is subject to the provisions contained in the Consolidated Appropriations Act, 2019, Pub. L. 116-6, Division E, Title VII, sections § 744 and 745, as amended and/or subsequently enacted for U.S. Department of Agriculture (USDA) agencies and offices regarding corporate felony convictions and corporate federal tax delinquencies.

Accordingly, by accepting this award the corporation recipient acknowledges: (1) that it does not have a Federal tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, **and/or** (2) that it has not been convicted of a felony criminal violation under any Federal law within 24 months preceding the award, unless a suspending and debarring official of the USDA has considered suspension or debarment of the recipient corporation based on these convictions and/or tax delinquencies and determined that suspension or debarment is not necessary to protect the interests of the Government. If the recipient fails to comply with these provisions, the agency will annul this agreement and may recover any funds the recipient has expended in violation of the above cited statutory provisions.

Completed by Grants.gov upon submission.

APPLICANT'S SIGNATURE

Community Development Manager

TITLE/RELATIONSHIP OF THE INDIVIDUAL IF SIGNING IN A
REPRESENTATIVE CAPACITY

City of South Bay

BUSINESS NAME

Completed by Grants.gov upon submission.

DATE SIGNED (MM-DD-YYYY)

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint (<https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer>) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442.

REV 04/19

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2022

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Technical Assistance	10,766	\$ 45,000.00	\$ 9,000.00	\$	\$	\$ 54,000.00
2. Administrative Fee	10,766	5,000.00	1,000.00			6,000.00
3.						
4.						
5. Totals		\$ 50,000.00	\$ 10,000.00	\$	\$	\$ 60,000.00

Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A-102) Page 1

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Technical Assistance	(2) Administrative Fee	(3)	(4)	
a. Personnel	\$	\$	\$	\$	
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual	54,000.00				54,000.00
g. Construction					
h. Other		6,000.00			6,000.00
i. Total Direct Charges (sum of 6a-6h)	54,000.00	6,000.00			60,000.00
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$ 54,000.00	\$ 6,000.00	\$	\$	\$ 60,000.00
7. Program Income	\$	\$	\$	\$	

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Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A-102) Page 1A

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Technical Assistance	\$ 9,000.00	\$	\$	\$	9,000.00
9. Administrative Fee	1,000.00				1,000.00
10.					
11.					
12. TOTAL (sum of lines 8-11)	\$ 10,000.00	\$	\$	\$	10,000.00

SECTION D - FORECASTED CASH NEEDS				
Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$	\$	\$	\$
14. Non-Federal	\$			
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Technical Assistance	\$ 45,000.00	\$	\$	\$
17. Administrative Fee	5,000.00			
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$ 50,000.00	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	
22. Indirect Charges:	
23. Remarks:	

April 21, 2020



Leondrae D. Camel
City Manager
City of South Bay
335 SW 2nd Avenue
South Bay, FL 33493

380 Park Place Blvd
Suite 300
Clearwater, FL 33759
USA
Phone 727 531 3505
Phone 800 861 8314
Fax 727 539 1294

Via email: camell@southbaycity.com

www.Cardno.com

RE: Florida Department of Economic Opportunity (FDEO) Grant and United States Department of Agriculture (USDA) Application Preparation

Dear Mr. Camel:

Cardno is pleased to provide the following scope of work to provide grant application services for the City's proposed community center/shelter.

Background / Purpose: The objective of this scope is to prepare an FDEO application for grant funding in order to obtain the maximum amount available to support the City's future community center/shelter. Cardno has also completed a Grant Research Document for this project and a Community Facilities Technical Assistance and Training Grant application for Fiscal Year 2020.

Proposed Scope of Work: Cardno will prepare one (1) FDEO Rebuild Infrastructure Repair Program Grant Application in accordance with FL DEO Guidelines for City review and comment. Cardno will incorporate any edits into a final grant application for submittal. Preparation of the following documents, as required by the funder (subject to change), is proposed:

- Applicant Information Form
- Proposal Information Form
- Cover Letter
- Budget
- Service Area Map
- Work Plan
- Organization Chart and Schedule of Team Roles

Cardno will require limited cooperation from City staff; mainly financial and administrative staff, in completing tasks related to preparation of the grant. City staff and officials will be required to conduct activities and execute completed documents per State requirements. These are including but not limited to; notice of public meeting; one public meeting; meeting verification documentation and minutes; evidence of 10-day comment period; and evidence of translation service (if applicable).

Schedule of Compensation:

Grant Application Preparation Services.....	\$2,000
Documents and Meeting Support Services	<u>1,500</u>
Total (lump sum)	\$3,500

Thank you for the opportunity to submit this technical and cost proposal. .

Sincerely,

Accepted by:


Miles G. Ballogg

Proposed Fie Station Site – Phase 2 ESA
Page 2
January 13, 2020 (revised 01/30/2020)

Director
for Cardno

Date: _____



City of South Bay

South Bay City Hall
335 SW 2nd Avenue
South Bay, FL 33493
Telephone: 561-996-6751
Facsimile: 561-996-7950

www.southbaycity.com

Commission

Joe Kyles Sr.
Mayor

Betty Barnard
Vice Mayor

Esther E. Berry

John Wilson

Taranza McKelvin

Leondrae Camel
City Manager

City Clerk
Natalie Malone

Bernadette Norris-Weeks
City Attorney

"An equal Opportunity
Affirmative Action Employer"

To: Honorable Mayor and Commissioners
From: Massih Saadatmand, Finance Director
Thru: Mr. Leondrae Camel, City Manager
Date: May 14, 2020
Ref: Weekly check register

Enclosed, please find the summary of check register as of May 14, 2020:

General Fund

• Utility:		
Comcast	\$	402.08
FPL		5,919.75
T-Mobil		665.48
• Total Solution		103,000.00
• Norris-Weeks, PA		6,751.41
• Jordan Connors		1,666.66
• Clarke		1,886.55
• Marathon		946.57
• CAP Government		1,137.50
• Ford Credit		868.46
• Purchased of supplies, materials and parts		315.84
• Payment for various services		3,207.92
• Payroll deductions		238.81
Total	\$	<u>127,007.03</u>

Sanitation Fund

Waste Management	\$	<u>21,723.24</u>
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Capital Project

CAP Engineering	\$	47,252.50
Carbon Design Architect		<u>76,540.00</u>
	\$	<u>123,792.50</u>

W & S Fund

US Water	\$	<u>3,942.43</u>
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AP Check Register Report

City Of South Bay (CSBFND)

05/07/2020 11:59:50 AM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount	
12574	ALLY	ALLY	05/07/2020	725.70	B
12575	CAP GOVERNMENT	CAP GOVERNMENT	05/07/2020	1,137.50	
12576	CLARKE	CLARKE	05/07/2020	1,253.38	
12577	COMCAST	COMCAST	05/07/2020	280.82	
12578	FORD CREDIT DEPT 67-4	FORD CREDIT COMPANY LLC	05/07/2020	868.46	
12579	FPL	FPL	05/07/2020	5,919.75	
12580	HOME DEPOT CREDIT SE	HOME DEPOT CREDIT SERVICES	05/07/2020	149.94	A
12581	JLH ASSOCIATES	JLH ASSOCIATES	05/07/2020	650.00	B
12582	JORDAN CONNORS GRO	JORDAN CONNORS GROUP, INC	05/07/2020	1,666.66	
12583	MARATHON/MEX BANK	WEX BANK	05/07/2020	946.57	
12584	NEW YORK LIFE INS	NEW YORK LIFE INSURANCE COMPANY	05/07/2020	108.81	C
12585	PBC SUPERVISOR OF EL	PALM BEACH COUNTY SUPERVISOR OF ELE	05/07/2020	545.36	B
12586	ROLFE & LOBELLO, P.A.	ROLFE & LOBELLO, P.A.	05/07/2020	130.00	C
12587	SEASON TO SEASON, LLC	SEASON TO SEASON, LLC	05/07/2020	230.00	B
12588	T-MOBILE	T-MOBILE	05/07/2020	665.48	
Non-Electronic Transactions:				15,278.43	
Total Transactions:				15,278.43	

AP Immediate Check Register Report
City Of South Bay (CSBFND)

05/11/2020 12:00:39 PM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
12589	TOTAL SOLUTION CONTR	TOTAL SOLUTION CONTRACTORS, INC	05/11/2020	103,000.00
Totals:			Total Transactions:	103,000.00

AP Check Register Report

City Of South Bay (CSBFND)

05/14/2020 2:49:02 PM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
12590	BURNADETTE NORRIS-W	BURNADETTE NORRIS-WEEKS, PA	05/14/2020	6,751.41
12591	CLARKE	CLARKE	05/14/2020	633.17
12592	COMCAST	COMCAST	05/14/2020	121.26
12593	EVERGLADES FARM EQU	EVERGLADES EQUIPMENT GROUP	05/14/2020	165.90 A
12594	JOHN DEERE FINANCIAL	JOHN DEERE FINANCIAL	05/14/2020	496.63 B
12595	SEASON TO SEASON, LLC	SEASON TO SEASON, LLC	05/14/2020	230.00
12596	VRC	VRC	05/14/2020	330.23 J
Non-Electronic Transactions:				8,728.60
Total Transactions:				8,728.60

AP Check Register Report
City Of South Bay (CSBFND)

05/13/2020 11:00:36 AM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
181	CAP ENGINEERING	CAP ENGINEERING	05/13/2020	47,252.50
Non-Electronic Transactions:				47,252.50
Total Transactions:				47,252.50

AP Check Register Report
City Of South Bay (CSBFND)

05/13/2020 1:09:32 PM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
182	CARBON DESIGN & ARCH	CARBON DESIGN & ARCHITECTURE	05/13/2020	76,540.00
Non-Electronic Transactions:				76,540.00
Total Transactions:				76,540.00

AP Check Register Report
City Of South Bay (CSBFND)

05/11/2020 2:44:22 PM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
2153	US WATER	U.S. WATER SERVICES CORPORATION	05/11/2020	3,942.43
Non-Electronic Transactions:				3,942.43
Total Transactions:				3,942.43

AP Check Register Report
City Of South Bay (CSBFND)

05/07/2020 1:28:59 PM

Page 1

Check Number	Vendor Number	Vendor Name	Check Date	Check Amount
216	WASTE MANAGEMENT	WASTE MANAGEMENT INC. OF FLORIDA	05/07/2020	21,723.24
Non-Electronic Transactions:				21,723.24
Total Transactions:				21,723.24

Regular Truth in Millage Timetable and Important Dates

On June 1, the property appraiser delivers an estimate of the total assessed value of nonexempt property for the current year to the presiding officer of each taxing authority in the county. The taxing authorities use this estimate for budget planning purposes only.

If the Department of Revenue (Department) has not completed a county's railroad assessment by June 1, the property appraiser may use the prior year's values for millage certification (section 193.085(4), F.S.).

The dates below are directory, and the property appraiser may shorten the timeline. The property appraiser must give written notice and coordinate any new dates with all affected taxing authorities. Taxing authorities can use the full period designated by the dates below.

Day 1 is July 1 or the date of certification, whichever is later. TRIM DATES ARE ACTUAL CALENDAR DAYS, INCLUDING WEEKENDS AND HOLIDAYS.

DAY 1	
July 1	The property appraiser certifies the taxable value on <i>Certification of Taxable Value</i> (Form DR-420) and delivers it to each taxing authority in his or her jurisdiction. The property appraiser will certify <i>Certification of Voted Debt Millage</i> (Form DR-420DEBT) if the taxing authority has a voted debt. The property appraiser will also certify <i>Tax Increment Adjustment Worksheet</i> (Form DR-420TIF) if there is a community redevelopment area.

JULY	
July 1-31	The board of county commissioners' (BCC) budget officer delivers a tentative budget to the board (s. 129.03(3), F.S.).

DAY 35	
August 4	<p>Within 35 days of certification of value, each taxing authority certifies the completed DR-420, DR-420MMP, and any additional forms and returns them to the property appraiser. The taxing authority informs the property appraiser of the following:</p> <ul style="list-style-type: none"> - Prior year millage rate - Current year proposed millage rate - Current year rolled-back rate (calculated under s. 200.065, F.S.) - The date, time, and meeting place of the tentative budget hearing <p>This is the final hearing for school districts.</p>

HEARING DATES WITH JULY 1 CERTIFICATION	
	<ul style="list-style-type: none"> - Hold the tentative hearing from September 3 to September 18, which is 65 to 80 days from certification of taxable value. - Hearings must take place Monday through Friday after 5:00 p.m. or any time on Saturday. Do not hold hearings on Sunday. - No taxing authority, except multicounty/water management districts, can hold a hearing on the same day as a school district or county commission. <p>If a taxing authority does not provide the required information within 35 days to the property appraiser, the taxing authority cannot levy a millage rate greater than the rolled-back rate for the upcoming year. The property appraiser will calculate the rolled-back rate and use it to prepare the Notice of Proposed Property Taxes (TRIM notice) (s. 200.065(2)(b), F.S.).</p>

DAY 55	
August 24	<p>In compliance with section 200.65, F.S., the property appraiser mails the TRIM notice within 55 days after certification of value.</p> <p>If the Department has issued a review notice to the county's property appraiser, the property appraiser cannot mail the TRIM notice until the Department has approved the assessment roll under s. 193.1142, F.S.</p>

DAYS 65-80	
Sept. 3 – 18	<p>Within 65 to 80 days of certification of value, the taxing authority holds a public hearing on the tentative budget and proposed millage rate (final hearing for school districts). The TRIM notice, which the property appraiser mails, publicizes this hearing.</p> <p>At this hearing, the taxing authority:</p> <ul style="list-style-type: none"> - Amends the tentative budget - Re-calculates the proposed millage rate - Publicly announces the percentage, if any, by which the re-calculated proposed millage exceeds the rolled-back rate - Adopts a tentative millage and budget <p>If the tentatively adopted millage rate is greater than the proposed rate used for the TRIM notice, each taxpayer in the jurisdiction must receive notification of the increase by first class mail at the taxing authority's expense (s. 200.065(2)(d), F.S.).</p>

DAY 95	
Sept. 18 – Oct. 3	<p>Within 15 days after the tentative budget hearing, the taxing authority advertises its intent to adopt a final millage and budget.</p> <p>The taxing authority must advertise a</p> <p>NOTICE OF PROPOSED TAX INCREASE if the tentatively adopted millage rate is greater than the rolled-back rate. The advertisement must be 1/4 page and headed, "Notice of Proposed Tax Increase" (s. 200.065(3)(a), F.S.)</p> <p>OR a</p> <p>NOTICE OF BUDGET HEARING if the tentatively adopted millage rate is equal to or less than the rolled-back rate. This advertisement does not have a size requirement and will be headed, "Notice of Budget Hearing" (s. 200.065(3)(b), F.S.)</p> <p>AND a</p> <p>BUDGET SUMMARY ADVERTISEMENT, which must be adjacent to the advertisement for the final hearing and meet the requirements of section 129.03(3)(b), F.S. (s. 200.065(3)(l), F.S.).</p>

DAYS 97-100	
	<p>Hold the public hearing to adopt the final millage rate and budget two to five days after the advertisement appears in the newspaper (s. 200.065(2), F.S.).</p> <ul style="list-style-type: none"> - Discuss the percentage increase in millage over the rolled-back rate first. - Adopt the millage before adopting the budget by a separate vote. - Do not adopt a final millage rate that exceeds the tentative millage rate. - Before adopting the millage levy resolution or ordinance, publicly announce: <ul style="list-style-type: none"> The name of the taxing authority The rolled-back rate The percentage increase over the rolled-back rate The millage rate to be levied

WITHIN THREE DAYS AFTER THE FINAL HEARING

- Send the resolution or ordinance adopting the final millage rate to the property appraiser, the tax collector, and the Department of Revenue within three days after the final hearing.
- The taxing authority cannot levy any millage rates, other than those approved by referendum, until the governing board of the taxing authority approves the resolution or ordinance to levy and sends it to the property appraiser and the tax collector.
 - The property appraiser's receipt of the resolution or ordinance is the official notice that the taxing authority has approved the millage rate (s. 200.065(4), F.S.).

Note: The resolution or ordinance must be submitted within 101 days of the July 1 certification of value (by October 9). (s. 200.065(4), F.S.)

Before the extension of the rolls, the property appraiser sends Form DR-422 to each taxing authority and, if applicable, Forms DR-422DEBT. DR-422 and DR-422DEBT record any aggregate change in the assessment roll from the preliminary roll, including changes that result from actions by the value adjustment board (VAB) and correction of errors to the assessment roll.

WITHIN THREE DAYS AFTER RECEIPT OF CERTIFICATION

Within three days after the taxing authority receives Forms DR-422 and, if applicable, DR-422DEBT, the taxing authority completes and certifies final millage(s) to the property appraiser.

WITHIN 30 DAYS OF THE FINAL HEARING

Within 30 days following adoption of the millage and budget ordinances or resolutions, each taxing authority completes *Certification of Compliance* (Form DR-487) to certify compliance with the provisions of chapter 200, F.S., and sends it to the Property Tax Oversight program.

Do not delay in submitting your TRIM compliance package. It is due within 30 days of the final hearing.

If you have not received Form DR-422, indicate this on Form DR-487. Once you receive Form DR-422 from the property appraiser, complete and return it to the property appraiser and send a copy to the Property Tax Oversight program.

Please remember the requirement to post your final adopted budget on your taxing authority's official website within 30 days of adoption. Refer to statutory references listed below for specific instructions regarding the posting of tentative and final budgets.

Counties	s. 129.03(3), F.S.
Municipalities	s. 166.241(3) and (5), F.S.
Special Districts	s. 189.016(4) and (7), F.S.