



DOCUMENT ROUTING FORM

Rev: 7 | Revision Date: 04/02/2025

12

CITY MANAGER AND/OR MAYOR'S REVIEW AND SIGNATURE REQUEST COVERSHEET

1) ORIGINATING OFFICES (Charter/Department):

Routing Start Date: 8-13-25 ☒ Agenda Item ☒ Non-AgendaCharter Ofc: CAO Router Name: Erica H. Ext: 6088

Department: _____ Router Name: _____ Ext: _____

Commission Mtg. Date: 3-4-25 CAM #: 25-058 Item #: R-3

Document Title:

Memorandum of Understanding (MOU) For Avoiding
Duplication of Benefits (SBA)

CAM attached: ☐ Yes ☐ No Action Summary attached: ☐ Yes ☐ No CIP FUNDED: ☐ YES ☐ NO

Capital Investment / Community Improvement Project defined as having a life of at least 10 years and a cost of at least \$50,000 and shall mean improvements to real property (land, buildings, or fixtures) that add value and/or extend useful life, including major repairs such as roof replacement, etc. Term "real property" include land, real estate, realty or real.

2) CITY ATTORNEY OFFICE (CAO): Documents to be signed/routed? ☐ Yes ☐ NoIs the attached Granicus document Final? ☐ Yes ☐ No Number of originals attached: _____Attorney's Name: Lynn Solomon Approved as to Form: ☒ Yes ☐ No Initials: LSContinue Routing To: FIN (if applicable) Date: _____ and then to CCO Date: 8-13-253) CITY CLERK OFFICE (CCO): Clerk Initials: WAY # of originals: 1Routed to Dept/Charter Ofc.: _____ Date: 08/13/254) CITY MANAGER OFFICE (CMO): Received From: CCO Date: 8/14/25 CMO LOG #: AUG39TO ACM/AcACM: ☐ S. Grant ☐ A. Fajardo ☐ B. Rogers, ☒ C. Cooper ☐ L. Reece Date: 8/14/25

Comments/Questions _____

ACM/AcACM Initials: LS for continuous routing to Manager/Executive Director Rickelle Williams.CMO Log Out & Forward to CCO, Date: 8/15/25, for continuous routing to the Mayor.

5) MAYOR/CRA CHAIRMAN: Date Received: _____ Date to CCO: _____

Please sign as indicated and forward the originals to the City Clerk's Office for a final processing and review of attestation and/or seal, if applicable.

6) INSTRUCTIONS TO CITY CLERK'S OFFICE: Please retain a scan record copy and forward originals to:

Dept.: HCB *Name: Rachel Williams Contact #: 5391

*Please scan the record copy to the City Clerk once review and sign at the last level of government (Federal, State, County) is complete.

Scan Date: _____ Attach certified Resolution # _____ ☐ Yes ☐ No Original form route to CAO

- M-4** 25-0078 Motion Approving a First Amendment to the Comprehensive Agreement with My Park Initiative, LLC - (Commission District 4)

APPROVED

Yea: 5 - Commissioner Sorensen, Commissioner Herbst, Vice Mayor Glassman, Commissioner Beasley-Pittman and Mayor Trantalis

- M-5** 25-0276 Motion Selecting Façade Design for an Approved Site Plan Level II Development Permit Application - 201 N Federal Highway, LLC - 201 North Federal Highway - Case No. UDP-S22081 - (Commission District 2)

APPROVED

Yea: 5 - Commissioner Sorensen, Commissioner Herbst, Vice Mayor Glassman, Commissioner Beasley-Pittman and Mayor Trantalis

RESOLUTIONS

- R-1** 25-0258 Appointment of Board and Committee Members - (Commission Districts 1, 2, 3 and 4)

ADOPTED AS AMENDED

Yea: 5 - Commissioner Sorensen, Commissioner Herbst, Vice Mayor Glassman, Commissioner Beasley-Pittman and Mayor Trantalis

- R-2** 25-0087 Resolution Appointing Rickelle Williams as City Manager of the City of Fort Lauderdale, effective April 2, 2025 - (Commission Districts 1, 2, 3 and 4)

ADOPTED

Yea: 4 - Commissioner Sorensen, Vice Mayor Glassman, Commissioner Beasley-Pittman and Mayor Trantalis

Nay: 1 - Commissioner Herbst

- R-3** 25-0158 Resolution Accepting An Appropriation of Community Development Block Grant Disaster Recovery (CDBG-DR) Funds in the Amount of \$88,051,000 and Authorizing the City Manager to Enter into Agreements, Subject to Compliance with the City's Procurement Policies, Rules and Procedures and Subject to City Commission Approval of the CDBG-DR Action Plan and Processes and Procedures for Administering and Governing the Plan - (Commission Districts 1, 2, 3 and 4)

ADOPTED



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#25-0158

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Susan Grant, Acting City Manager

DATE: March 4, 2025

TITLE: Resolution Accepting An Appropriation of Community Development Block
Grant Disaster Recovery (CDBG-DR) Funds in the Amount of \$88,051,000
and Authorizing the City Manager to Enter into Agreements, Subject to
Compliance with the City's Procurement Policies, Rules and Procedures
and Subject to City Commission Approval of the CDBG-DR Action Plan and
Processes and Procedures for Administering and Governing the Plan -
(Commission Districts 1, 2, 3 and 4)

Recommendation

Staff recommends the City Commission approve, by resolution, the acceptance of Community Development Block Grant Disaster Recovery (CDBG-DR) in the amount of Eighty-eight Million Fifty-one Thousand Dollars and Zero Cents (\$88,051,000) and Authorize the City Manager to enter into agreements and execute all documents associated with this funding source including serving as the certifying officer for all environmental reviews, subject to compliance with certain conditions as further set forth in the Resolution.

Background

On January 16, 2025, in volume 90 Number 10 of the Federal Register Notices, it was announced that City of Fort Lauderdale was allocated 88,051,000 in CDBG-DR. The allocation is for unmet needs and mitigation activities under public law 118-158 for disasters occurring in 2023 and 2024. See Exhibit 1.

On April 12, 2023, the City experienced a 1,000-year flood which destroyed property and highlighted the need for mitigation efforts to prevent or lessen the severity of future events.

This allocation of CDBG-DR funding, if accepted by the commission, will provide the needed resources to fully recover from disasters that occurred in 2023-2024 and mitigate against similar future events.

Activates eligible under this grant include but are not limited to:

- Constructing new housing for residents located in a floodplain.

- Buying severely damaged structures and relocating the affected household or business out of harm's way.
- Debris removal (when it is not covered by another source, such as FEMA);
- Rehabilitation of homes or buildings damaged by the disaster.
- Constructing or rehabilitating public facilities or improvements (e.g., streets, neighborhood centers, and water/sewer/drainage systems).
- Costs of environmental reviews and mitigation to offset environmental impacts.
- Code enforcement.
- Homeownership assistance (e.g., down payment assistance, interest rate subsidies, and loan guarantees).
- Public services (generally limited to no more than 15 percent of the grant);
- Helping businesses retain or create jobs.
- Planning (limited to 15 % of the award)
- Administration (limited to 5% of the award).

The next step is for staff to prepare an Administrative Action Plan to assess the administrative funding. In addition to providing funding for City staff to begin administering the grant, administrative funding will allow the City to procure a vendor to conduct a needs assessment, develop a programmatic action plan, develop policies and procedures for general grant compliance, and manage associated activities. The programmatic action plan developed in conjunction with the vendor will be presented to the City Commission for approval.

Resource Impact

Contingent on the acceptance and associated consolidated budget amendment this action will result in a positive fiscal impact on the City in the amount of \$88,051,000.

Source:

<i>Funds available as of March 4, 2025</i>					
ACCOUNT NUMBER	PROJECT NAME (Program)	ACCOUNT/ ACTIVITY NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-108-9300-554-331-505- 25CD-DRREV	2025 CDBG – Disaster Recovery	Grants & Aids / Program Funds	\$0.00	\$0.00	\$88,051,000
APPROPRIATION TOTAL ►					\$88,051,000

Use:

ACCOUNT NUMBER	PROJECT NAME (Program)	ACCOUNT/ ACTIVITY NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
10-108-9300-554-80-8001- 25CD-DRADM	2025 CDBG – Disaster Recovery- Administration	Grant Services / Program Funds	\$0.00	\$0.00	\$4,400,000
10-108-9300-554-80-8001- 25CD-DRPLN	2025 CDBG – Disaster Recovery- Planning	Grant Services / Program Funds	\$0.00	\$0.00	\$13,207,650
10-108-9300-554-80-8001- 25CD-DRMIT	2025 CDBG – Disaster Recovery- Mitigation Set Aside	Grant Services / Program Funds	\$0.00	\$0.00	\$11,485,000

10-108-9300-554-80-8001-25CD-DROPS	2025 CDBG – Disaster Recovery-Operations	Grant Services / Program Funds	\$0.00	\$0.00	\$58,958,350
APPROPRIATION TOTAL ►					\$88,051,000

Strategic Connections

This item is a FY 2025 Commission Priority, advancing the Infrastructure and Resiliency, as well as Affordable Housing and Economic Development initiatives.

This item supports the *Press Play Fort Lauderdale 2029* Strategic Plan, specifically advancing:

Goal 2: Enable housing options for all income levels.

Goal 3: Be a sustainable and resilient community.

Related CAM

#25-0092

Attachments

Exhibit 1 – HUD Allocation Announcement Notice

Exhibit 2 – Resolution

Prepared by: Rachel Williams, Housing and Community Development
Manager Development Services Department

Department Director: Alfred Battle, Development Service Department

RESOLUTION NO. 25-37

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FORT LAUDERDALE, FLORIDA, ACCEPTING AN APPROPRIATION OF COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY FUNDS IN THE AMOUNT OF \$88,051,000; DELEGATING AUTHORITY TO THE CITY MANAGER TO ENTER INTO AGREEMENTS TO ASSIST IN PREPARATION OF THE NEEDS ASSESSMENT; ADMINISTRATIVE ACTION PLAN AND THE CDBG-DR ACTION PLAN, SUBJECT TO COMPLIANCE WITH THE CITY'S PROCUREMENT POLICIES, RULES AND REGULATIONS; DELEGATING AUTHORITY TO THE CITY MANAGER TO ENTER INTO SUBRECIPIENT AGREEMENTS AND HUD GRANTEE AGREEMENTS, SUBJECT TO APPROVAL OF THE CDBG-DR ACTION PLAN AND APPROVAL OF THE PROCESSES AND PROCEDURES FOR ADMINISTERING AND GOVERNING THE PLAN BY THE CITY COMMISSION AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on January 16, 2025, it was announced in the Federal Register Notices that the City of Fort Lauderdale was allocated 88,051,000 in Community Development Block Grant Disaster Recovery Funds (CDBG-DR) for disasters that occurred in Years 2023 or 2024; and

WHEREAS, as stated in the letter dated February 4, 2025 from the U.S. Department of Housing and Urban Development, "CDBG-DR grant funds are supplemental funds appropriated by Congress and allocated by HUD to support long-term recovery and mitigation in disaster-impacted communities"; and

WHEREAS, on April 12, 2023, the City experienced a 1000-year flood which destroyed property and highlighted the need for mitigation efforts to prevent or lessen the severity of future events; and

WHEREAS, the allocation of CDBG-DR funding will provide the resources to fully recover from disasters that occurred in Years 2023 or 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FORT LAUDERDALE, FLORIDA:

SECTION 1. That the foregoing recitals are true and correct and incorporated herein by reference.

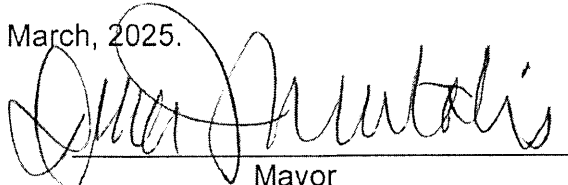
SECTION 2. That the City Commission hereby accepts appropriation of CDBG-DR funds in the amount of \$88,051,000.

SECTION 3. That the City Commission hereby delegates authority to the City Manager to enter into agreements to assist in preparing a needs assessment, developing and creating an Administrative Action Plan and a CDBG-DR Action Plan and to enter into HUD Grantee Agreements, subject to compliance with the City's procurement policies, rules and regulations. Upon approval of the CDBG-DR Action Plan and approval of the policy, process and procedure for administering and governing the CDBG-DR Action Plan by the City Commission, the City Commission delegates authority to the City Manager to enter into Subrecipient Agreements, to provide such financial and other certifications as required by HUD and take such administrative action as appropriate and necessary to operate and administer the CDBG-DR Action Plan.

SECTION 4. That the office of the City Attorney shall review and approve as to form all documents prior to their execution by City Officials and/or the City Manager.

SECTION 5. That this Resolution shall take effect immediately upon its adoption.

ADOPTED this 4th day of March, 2025.



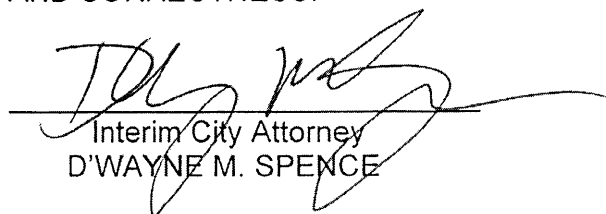
Mayor
DEAN J. TRANTALIS

ATTEST:



City Clerk
DAVID R. SOLOMAN

APPROVED AS TO FORM
AND CORRECTNESS:



Interim City Attorney
D'WAYNE M. SPENCE

Dean J. Trantalis Yea

John C. Herbst Yea

Steven Glassman Yea

Pamela Beasley-Pittman Yea

Ben Sorensen Yea

Memorandum of Understanding (MOU) for Avoiding Duplication of Benefits

Updated: March 6, 2025

Purpose

The U.S. Small Business Administration (SBA) provides low-interest, long-term disaster loans to businesses of all sizes, private nonprofit organizations, homeowners and renters following a declared disaster. Through the disaster loan program, SBA has collected certain data which may be useful to states, territories, tribes, and local government jurisdictions and voluntary agencies in developing or updating various plans, including but not limited to response, recovery or mitigation plans and/or identifying a duplication of benefits (DOB) when administering their disaster assistance programs. SBA will share relevant data with states, territories, tribes, and local government jurisdictions and voluntary agencies; however, if the data contains personally identifiable information (PII) a Memorandum of Understanding (MOU) must first be prepared and signed by both SBA and the authorized requesting party. The purpose of the MOU is to avoid duplication of benefits. Certain information may be available without an MOU. [SBA disaster loan information](#) is publicly available.

MOUs are available for parties to avoid duplication of benefits. The following pages include an MOU template (Appendix A) and a menu of commonly requested data fields that SBA may provide (Appendix B). SBA can make the data available to the State or local government in various formats, including excel, portable document format (PDF), and comma-separated values (CSV). The MOU may include only those listed data fields that are relevant to the issuance of a grant, loan, or other benefit under the requestor's program.

Instructions

1. Review the attached pages and complete MOU draft template. Stick closely to the MOU template and keep all changes in red. Do not highlight or use track changes.
2. Label your document with the SBA disaster number and the Name of State, Territory, Tribe, or Local Government Jurisdiction, or Voluntary Agency.
3. Submit first draft of MOU to SBA for review (see contact information below). SBA will review draft and make edits, if necessary. If no changes are required, SBA will inform the requesting party that the MOU may be signed by the authorized signing official.
4. Return a signed electronic copy of the MOU draft to SBA. Once received, SBA will review, sign and return a copy of the executed MOU to the requestor for their records.
5. Once the MOU has been signed by both parties, SBA will run the initial request for data and begin providing regular reports per the reporting schedule set by the terms in the MOU.
6. **Please ensure all edits stay in red or track-changes. Failure to do so may delay the MOU process.**

SBA Points of Contact

To submit a draft MOU, or for any questions, please email Alejandro Contreras at alejandro.contreras@sba.gov and copy DisasterDataSharing@sba.gov.

To contact by phone, please call (202) 205-6734.

**Memorandum of Understanding
Between the
U.S. Small Business Administration
and the
The City of Fort Lauderdale, Florida**

PURPOSE

The purpose of this Memorandum of Understanding (“MOU” or “Agreement”) is to establish procedures by which the U.S. Small Business Administration (“SBA”) may exchange data, subject to the Privacy Act, with the City of Fort Lauderdale represented by the Housing and Community Development Division, Development Services Department . The exchange of this information is important to avoid a duplication of benefits for individuals and businesses receiving assistance under federal disaster FEMA DR-4709-FL and SBA disaster numbers FL-00186 # 17901 and 17902.

II. BACKGROUND

On April 27, 2023, a Presidential Major Disaster Declaration was declared, as requested by the Governor of the State of Florida in response to *Florida Severe Storms, Tornadoes, and Flooding*. As a result of this declaration SBA can make direct loans available through its disaster loan program to disaster survivors for uncompensated home and business losses.

[The United States Department of Housing and urban Development (HUD) Office of Community Planning and Development] manages the [The City of Fort Lauderdale’s Community Development Block Grant – Disaster Recovery (CDBG-DR)].

The purpose of this program is to provide grants and/or loans to April 12, 2023, Flood survivors, homeowners, renters, businesses, non-profits, etc. The grants and/or loans are available for Mitigation, Rehabilitation, Unmet needs directly attributed to the April 12, 2023, Flood.

The City of Fort Lauderdale’s CDBG-DR program will address unmet needs specifically related to the April 12, 2023 flood.

The program is in the planning phase and specific projects have not been established. To facilitate this MOU, it is the intent of the City to offer loans and grants for Mitigation, Rehabilitation, and Unmet needs attributable to the April 12, 2023, flood event.

As outlined in this agreement, SBA is providing loan information to the City of Fort Lauderdale on applicants/borrowers that applied for SBA disaster loan assistance under disasters [FEMA DR-4709-FL and SBA disaster numbers FL-00186 # 17901 and 17902 for the purpose of avoiding a duplication of benefit (DOB). In addition, SBA will provide additional information agreed upon, if any, with the City of Fort Lauderdale, See Exhibit 1.

III. AUTHORITY

The legal authority for sharing this information is § 312(a) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. § 5155), which authorizes agencies to ensure that assistance provided by each is not duplicated by another source.

SBA provides its disaster assistance loan programs under the authority of section 7(b) of the Small Business Act (15 U.S.C. § 636 (b)).

IV. ROLES AND RESPONSIBILITIES

A. SBA will:

1. Provide the information listed in Appendix A regarding home and business disaster loan applicants from the federal disaster declaration FEMA DR-4709-FL and SBA disaster numbers FL-00186 # 17901 and 17902.
2. As applicable and upon request, provide individual business borrower data for the data fields listed in Appendix A for the requested SBA borrowers under federal disasters FEMA DR-4709-FL and SBA disaster numbers FL-00186 # 17901 and 17902. By submitting such a request, City of Fort Lauderdale will be confirming that the requested borrowers have also applied for program funds and have agreed to allow SBA to share their SBA business disaster loan application information with City of Fort Lauderdale .
3. Provide a point of contact with a person to facilitate communication between SBA and City of Fort Lauderdale.

B. The City of Fort Lauderdale will:

1. Provide SBA with a listing of grant/loan recipients, including the amount of award, the damaged disaster address, what the funds are for and other unique identifiers, if available (SBA Application Number, FEMA Registration Number, etc.) The data will be provided in an excel spread sheet when requested by the secured with a passcode. The City will request data from the SBA as needed to comply with the HUD grant agreement.
2. Provide a point of contact-person to facilitate communication between City of Fort Lauderdale and SBA.

V. POINTS OF CONTACT

SBA

Alejandro Contreras
Director, Disaster Lending Communication
and Coordination Division
6501 Sylvan Road
Citrus Heights, CA 95610
202-309-3345
alejandro.contreras@sba.gov

City of Fort Lauderdale

Rachel Williams,
Housing and Community Development Manager
C/O 914 Sistrunk Blvd, Suite 103
Fort Lauderdale, FL 33311
Phone 954-828-5391
radwilliams@fortlauderdale.gov

VI. TERM, TERMINATION AND AMENDMENT

This Agreement will take effect when signed by both parties and continue for 18 months unless sooner terminated. This Agreement may only be amended upon written mutual consent of both parties. Either party may terminate its participation with 30 calendar days written notice to the other party.

VII. PROTECTION OF DATA

Any data obtained from the other party may only be used for the purpose of verifying whether a duplication of benefits has occurred. All personal and confidential information provided by SBA pursuant to this Agreement belongs to and will remain the property of SBA. Both parties agree to strictly control the use and retention of any personal and confidential information provided by the other party so that only those personnel who have a need to know have access to such material. No further dissemination or use of material provided by SBA is authorized without written permission of SBA. City of Fort Lauderdale will refer those who request personal and confidential information provided by SBA to the SBA point of contact named in this Agreement.

Each party's responsibility to protect personal and confidential data from unauthorized disclosures will survive the term of this Agreement.

Both parties agree that information will be transmitted in a secure manner to protect sensitive and personally identifiable information (PII). Both parties agree that there will not be computer matching.

VIII. GENERAL TERMS

- A. Nothing in this Agreement is intended to conflict with current law(s), regulation(s), or the directives of SBA. If a provision in this Agreement is found to be inconsistent with such authority, then that provision shall be reviewed and modified or annulled as agreed to by SBA and City of Fort Lauderdale in writing, but the remaining provisions of this Agreement shall remain in force and effect unless otherwise noted.
- B. SBA and City of Fort Lauderdale further recognize that the shared information is subject to the rights of audit and inspection of various federal and state agencies, and the disclosure of such information may be required by law.
- C. All records and data will be subject to existing federal and state record retention requirements.

IX. SIGNATURE

The signatories below represent that they have the authority to make such commitments on behalf of their respective organizations.

U.S. Small Business Administration

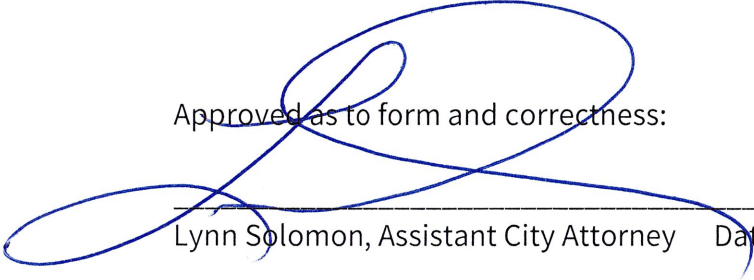
City of Fort Lauderdale, a Municipal Corporation
of the State of Florida

Michael Greeley Date
Acting Director,
Disaster Lending
Operations Division
Office of Capital Access

Rickelle Williams 8/15/25

Rickelle Williams Date
City Manager

Approved as to form and correctness:



Lynn Solomon, Assistant City Attorney Date

Appendix A

Due to Privacy Act protections of disaster loan data, SBA may only share information that is relevant to the state, tribal nation or local government's decision to issue a grant, loan, or other benefit under its program. The list below includes commonly requested data fields. Please contact SBA if the data field you require is not listed here.

#	Data Field	#	Data Field
1	Application Sequence Number	35	Email
2	Loan Type	36	Home Phone
3	Closing Date	37	Borrower's Name
4	Summary Decline Indicator	38	Reason (Adverse Decision) Code
5	Auto Decline Indicator	39	Verified Business Content Loss
6	Current Task	40	Verified Contractor Malfeasance Amount
7	Back Office Status	41	Verified Mitigation Amount
8	FEMA Registration Number	42	Verified Personal Content Loss
9	SBA Disaster Number	43	Verified Real estate Loss
10	SBA Declaration Number	44	Verified Relocation Amount
11	SBA Decision Date	45	Current Contents
12	TIN Type	46	Current Contractor Malfeasance
13	Family Size	47	Current EIDL
14	LAA Date	48	Current Interim Financing
15	SBA Loan Number	49	Current Mitigation
16	Total Current Verified Loss	50	Current Real Estate
17	Current Loan Amount	51	Current Refinancing
18	Total Amount Disbursed	52	Current Relocation
19	Physical Amount Disbursed	53	Current Repay IHP
20	EIDL Disbursed	54	Loan Note Date
21	DP Property Street Address	55	Terms Months
22	DP City	56	Interest Rate
23	DP State	57	Payment Amount
24	DP Zip Code	58	Payment Frequency
25	DP County	59	NAICS Code
26	Applicant Type	60	Trade Name
27	Organization Type	61	Number of Employees
28	Legal Name	62	Last Distribution Date
29	Mailing Street Address	63	Cancel Indicator
30	Mailing City	64	Cancel Date
31	Mailing State	65	Cancel Code
32	Mailing Zip Code	66	Gross Annual Income
33	Mailing County	67	Insurance for this Loss
34	Cell Phone	68	Insurance Total