



# Islamorada, Village of Islands CDBG Hearing #2

April 30, 2026 - 1:00 PM  
3rd Floor Conference Room, Village Administrative Hall  
86800 Overseas Highway  
Islamorada, FL 33036

Virtual participation is available to the public. Please see the last page of the agenda for participation details.

## AGENDA

- I. **CALL TO ORDER / ROLL CALL**
- II. **PLEDGE OF ALLEGIANCE**
- III. **AGENDA**
- IV. **FAIR HOUSING WORKSHOP**
  - A. Fair Housing Workshop Presentation by Taryn Parazo-Morrow, OVID Solutions
- V. **OPEN THE FFY 2025 SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SECOND PUBLIC HEARING**
  - A. Presentation and Discussion of the Small Cities CDBG Application Draft
  - B. Public Comment
  - C. Close the Public Hearing
- VI. **CONSENT AGENDA**
  - A. Approval of the Small Cities CDBG Application Submission
  - B. Resolution Approving the Submission of the Small Cities CDBG Application and Delegation of Authority for Execution of Grant Documents  
**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AUTHORIZING SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION SPONSORED BY THE VILLAGE; AUTHORIZING THE MAYOR, VILLAGE MANAGER AND VILLAGE ATTORNEY TO EXECUTE CERTAIN DOCUMENTS PERTAINING TO THE GRANT; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE; AND FOR OTHER PURPOSES**
- VII. **ADJOURNMENT**

## **Options for Viewing the Village Council Meeting:**

The public is encouraged to watch the meeting via Zoom.

[PUBLIC\_PARTICIPATION]

### **Option 1: Email your comments.**

1. Public comment should be submitted via email to: [public.comment@islamorada.fl.us](mailto:public.comment@islamorada.fl.us)
2. The email should contain "Public Comment" in the subject line.
3. The name and address of the submitter shall be included in the email.
4. Public comment should be submitted by 9 a.m. the day before the meeting. Public comment will be sent to the Village Councilmembers for consideration prior to the meeting. Public comments will not be read during the meeting.

### **Option 2: Call in During the Meeting.**

1. If phoning in, dial 305-224-1968 and enter the webinar **ID: 833 0469 3753** followed by #. When the Mayor opens public comment pertaining to the agenda item you are interested in dial \*9 to be recognized by the Zoom meeting monitor. The Monitor will call you by the last four digits of your phone number. **Please be sure to unmute your phone when you are called upon.**
2. If watching online via Zoom: Open the Zoom webinar link: <https://us06web.zoom.us/j/83304693753> and follow the prompts to join the webinar. When the Mayor opens public comment use the "raise your hand" feature to be recognized by the meeting monitor. Public comments will be heard in the order in which they are received.

### **ADA Assistance:**

These meetings are open to the public. In accordance with the Americans with Disabilities Act of 1990, all persons who are disabled and who need special accommodations to participate in this meeting because of that disability should contact the ADA Coordinator at (305) 664-6448 or by email at [ADA@islamorada.fl.us](mailto:ADA@islamorada.fl.us) at least 48 hours before the scheduled meeting



**FAIR HOUSING WORKSHOP  
AGENDA  
3<sup>rd</sup> Floor Conference Room  
Village Administrative Hall  
86800 Overseas Highway  
Islamorada, FL 33036  
1:00 PM**

**1. Call to Order and Introduction**

- Purpose of the workshop for the CDBG Urgent Need application.
- The importance of housing rights and responsibilities.

**2. Federal Fair Housing Laws**

- History of the 1968 Fair Housing Act.
- The seven protected classes: race, color, national origin, religion, sex, familial status, and disability.
- How the law has expanded to cover modern housing transactions.

**3. Federal and State Enforcement**

- Role of the HUD Office of Fair Housing and Equal Opportunity (FHEO).
- 2024 National Statistics: 32,321 formal complaints filed.
- Common violations: disability (54 percent) and race/national origin (28 percent).
- The Florida Fair Housing Act and the Florida Commission on Human Relations (FCHR).

**4. Local Fair Housing Rules**

- The Village of Islamorada, Village Code, Chapter 22, Fair Housing
- The Village's local commitment to preventing housing discrimination

**5. Public Resources**

- Distribution of "Know Your Rights and Responsibilities" handouts.
- Availability of materials in both English and Spanish.
- Contact information for filing housing complaints.

**6. Public Questions and Discussion**

- Open floor for citizen questions.

**7. Adjournment**



**EQUAL HOUSING  
OPPORTUNITY**

**We Do Business in Accordance With the Federal Fair  
Housing Law**

(The Fair Housing Amendments Act of 1988)

**It is illegal to Discriminate Against Any Person  
Because of Race, Color, Religion, Sex,  
Handicap, Familial Status, or National Origin**

- In the sale or rental of housing or residential lots
- In the provision of real estate brokerage services
- In advertising the sale or rental of housing
- In the appraisal of housing
- In the financing of housing
- Blockbusting is also illegal

Anyone who feels he or she has been discriminated against may file a complaint of housing discrimination:

1-800-669-9777 (Toll Free)

1-800-927-9275 (TTY)

[www.hud.gov/fairhousing](http://www.hud.gov/fairhousing)

**U.S. Department of Housing and  
Urban Development  
Assistant Secretary for Fair Housing and  
Equal Opportunity  
Washington, D.C. 20410**



## Fair Housing Law - Know Your Rights and Responsibilities:

- Federal, state, and local fair housing laws prohibit discrimination in the sale, rental, and financing of housing (including advertising and marketing), and other housing-related transactions based on race, color, national origin, religion, sex, family status and disability.
- Age is not a federally protected classification. However, children under the age of 18 should be allowed under "family status," unless the home qualifies as a primary home.
- People with disabilities have the right to reasonable accommodations for their disabilities (such as service or assistance animals), or to make reasonable modifications (such as grab bars or ramps) to their housing at their own expense, if the change is directly related with your disability and can be provided without undue financial or administrative burden to the housing provider.
- Bad credit, current illegal drug use, ongoing violent behavior, sexual predator status, or similar factors are not protected by fair housing laws.
- Legal actions for redress or compensation may be taken by individuals, or by the US Department of Housing and Urban Development or the US Department of Justice.
- For more information about fair housing laws, or to file a discrimination complaint, or visit the US Department of Housing and Urban Development website: <https://www.hud.gov/fairhousing> or call the Florida Commission on Human Relations at (850) 488-7082, or visit <https://fchr.myflorida.com/>.

## Ley de Equidad de Vivienda - Conozca Sus Derechos y Responsabilidades:

- Las leyes federales, estatales y locales de vivienda justa prohíben la discriminación en la venta, el alquiler y la financiación de la vivienda (incluida la publicidad y el marketing) y otras transacciones relacionadas con la vivienda por motivos de raza, color, origen nacional, religión, sexo y estado familiar. y discapacidad
- La edad no es una clasificación protegida por el gobierno federal. Sin embargo, a los niños menores de 18 años se les debe permitir el "estado familiar", a menos que el hogar califique como hogar principal.
- Las personas con discapacidades tienen derecho a adaptaciones razonables para sus discapacidades (como animales de servicio o de asistencia), o a realizar modificaciones razonables (como barras de apoyo o rampas) en su vivienda por cuenta propia, si el cambio está directamente relacionado con su discapacidad y puede proporcionarse sin una carga financiera o administrativa indebida para el proveedor de vivienda.
- El mal crédito, el uso actual de drogas ilegales, el comportamiento violento continuo, la condición de depredador sexual o factores similares no están protegidos por las leyes de vivienda justa.
- Las acciones legales para reparación o compensación pueden ser tomadas por individuos o por el Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos o el Departamento de Justicia de los Estados Unidos.
- Para obtener más información sobre las leyes de vivienda justa, o para presentar una queja por discriminación, visite el sitio web del Departamento de Vivienda y Desarrollo Urbano de EE. UU.: <https://www.hud.gov/fairhousing> o llame a la Comisión de Relaciones Humanas de Florida al (850) 488-7082, o visite <https://fchr.myflorida.com/>.

## **Part 2 – Application Profile and General Scoring Criteria**

**Application Profile  
Table G-1**

**Local Government Contact Information:**

Local Government Name: Islamorada, Village of Islands		
Street Address: 86800 Overseas Highway		
Mailing Address (if different):		
City: Islamorada	Zip Code: 33036	County: Monroe
Main Telephone: 305-664-6400	Main Facsimile:	Federal ID Number: F650830851
DUNS Number: 054012807	Local Government's Name in DUNS: Islamorada, Village of Islands	
Chief Elected Official: Don Horton		Title: Mayor
Telephone: 305-504-4573		Facsimile:
E-mail Address: <a href="mailto:don.horton@islamorada.fl.us">don.horton@islamorada.fl.us</a>		
Local Government Financial Officer: Hatti Jenkins		Title: Finance Director
Telephone: 305-664-6445		Facsimile:
E-mail Address: <a href="mailto:finance.director@islamorada.fl.us">finance.director@islamorada.fl.us</a>		
Local Government Project Contact: Alyssa Panzer		Title: Grants Coordinator
Street Address: 86800 Overseas Highway		
City: Islamorada	Zip Code: 33036	
Direct Telephone: 305-664-6447	Facsimile:	
E-mail Address: <a href="mailto:alyssa.panzer@islamorada.fl.us">alyssa.panzer@islamorada.fl.us</a>		

### Application Profile – Table G-1 (Continued)

<b>Application Preparer Information</b>		
Preparer's Name: Hillary Castillo (Florida Keys Aqueduct Authority)		Organization Preparing Application: <input checked="" type="checkbox"/> Local Government <input type="checkbox"/> Private Company <input type="checkbox"/> RPC
Street Address: 1100 Kennedy Drive		
City: Key West	State: FL	Zip Code: 33040
Telephone: 305-295-2225	Facsimile:	
E-mail Address: <a href="mailto:hcastillo@fkaa.com">hcastillo@fkaa.com</a>		

<b>Consultant Information</b>		
Consultant's Name: OVID Solutions (Taryn Parazo-Morrow)		<input checked="" type="checkbox"/> Private Company <input type="checkbox"/> RPC
Street Address: 47 Andrew J. Hagrett Sr. Road		
City: Crawfordville	State: FL	Zip Code: 32321
Telephone: 210-580-4474	E-mail Address: taryn@ovidsolutions.net	

<b>Demographics</b>		
U.S. Congressional District Number: 28 <sup>th</sup>	Florida Senate District Number: 40 <sup>th</sup>	Florida House District Number: 120 <sup>th</sup>
Service Area Census Tract(s) and Block Group(s): 9710.02, Block Group 3; 9709, Block Group 1		

<b>Application Type:</b> Indicate the application category. A completed application must include the appropriate section as listed below.	
<input type="checkbox"/> Commercial Revitalization (Part 4)	<input type="checkbox"/> Economic Development (Part 5)
<input type="checkbox"/> Housing Rehabilitation (Part 6)	<input checked="" type="checkbox"/> Neighborhood Revitalization (Part 7)

### Application Profile – Table G-1 (Continued)

<b>Citizen Participation – Public Hearings</b> Documentation of the citizen participation activities must be included in Appendix D of Part 9.	
List the date that the public notice for the first public hearing was published: April 18, 2026	List the date when the first public hearing was held: April 23, 2026
List the date that the public notice for the second public hearing was published: April 25, 2026	List the date when the second public hearing was held: April 30, 2026
<b>Subgrant Funding Request:</b> At the bottom of the column, enter the actual subgrant amount being requested.	
Subgrant Funds Being Requested: \$ 3,000,000	

### Application Profile Table G-1 (Continued)

Answer the following questions by clicking on the correct check box.		
<b>Historic Preservation</b> Will the project impact a building, public improvement or planned open space that is 50 or more years old? If yes, documentation must be provided in Appendix L of Part 9. (See instructions.)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>Interlocal Agreement</b> Will project activities require an interlocal agreement? If <b>yes</b> , the interlocal agreement(s) must be provided in Appendix J of Part 9. (See instructions.)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>State of Financial Emergency</b> Is the local government currently identified as being in a State of Financial Emergency pursuant to Section 218.50 – 218.504, Florida Statutes?  Check at <a href="http://www.leg.state.fl.us/cgi-bin/View_Page.pl?File=financial-emergencies.cfm&amp;Directory=committees/joint/Jcla/&amp;Tab=committees">http://www.leg.state.fl.us/cgi-bin/View_Page.pl?File=financial-emergencies.cfm&amp;Directory=committees/joint/Jcla/&amp;Tab=committees</a>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>Grant Preparation Costs</b> The applicant may request subgrant funds for the cost of application preparation. See instructions if funds are requested.  Does the applicant wish to request subgrant funds for the cost of application preparation? If yes, documentation must be included in Appendix F of Part 9.  Amount: \$ _____	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>National Flood Insurance Program</b> Is the applicant currently participating in the National Flood Insurance Program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

## Project Narrative — G-2

Describe the proposed project using the guidelines in the instructions. Specific directions for Commercial Revitalization and Economic Development application narratives can be found in the instructions. Use additional pages as needed.

### Overview

Islamorada, Village of Islands (the Village) is a small coastal municipality in Monroe County located entirely within the Florida Keys Area of Critical State Concern. The Village's permanent population is relatively small and heavily service- and tourism-oriented, with many local jobs tied to hospitality, fishing, and recreation rather than high-wage, year round industry, leaving the community with a limited tax base to fund major infrastructure projects on its own. At the same time, the Village's resident population is routinely multiplied by large numbers of visitors during peak tourist seasons, which increases daily water demand and magnifies consequences of any disruption in essential services. The Village has no independent water utility and relies entirely on the Florida Keys Aqueduct Authority's single transmission backbone for potable water.

All water service in the Florida Keys is provided exclusively by the Florida Keys Aqueduct Authority (FKAA), an independent state agency with the primary purpose and function to obtain, supply and distribute an adequate water supply to the Florida Keys. FKAA provides potable water across Monroe County along with reclaimed water and wastewater services in select areas. In total, FKAA delivers approximately 16.5 million gallons of drinking water per day. FKAA manages the infrastructure to supply water, including the sole transmission pipeline that originates in Florida City (Miami-Dade County) bringing water from the Biscayne Aquifer. FKAA is required to meet or exceed the latest edition of the Florida Building Code when building or renovating its facilities; it also complies with the minimum design standards for flood protection of water and wastewater infrastructure set by the Florida Department of Environmental Protection. FKAA is undertaking a long-term program to upgrade its entire water transmission main which services the whole 130-mile chain of islands in the Florida Keys. At a cost of approximately \$10 million per mile, this replacement project must be completed in sections. FKAA is currently working on the sections within Islamorada and has completed a large portion of its planned projects within the Village's jurisdiction. The next critical upgrade is the Channel #2 crossing.

### Activity Description and Addressed Need Being Met

The proposed activity is the construction of a hardened, redundant subaqueous potable water transmission main at Channel #2 (approximately Mile Marker 72.9-72.5) to supplement an aging, bridge-mounted crossing that currently carries the FKAA's primary transmission main over the channel. The existing crossing is approximately 44 years old 30-inch diameter, steel pipe mounted on a bridge and continuously exposed to harsh marine conditions, corrosion, storm surge, waves, debris impact, and the threat of terrorism. It has experienced two recent breaks – a July 15, 2025, break at MM 72.9 requiring about a seven-hour shutdown affecting multiple customers on Fiesta Key and Long Key and an August 25, 2024, break at MM 77 requiring an approximately 20-hour shutdown and an estimated loss of 2.5 million gallons of potable water; and, demonstrating that the bridge crossing is in very poor condition and poses an active, ongoing risk rather than a hypothetical vulnerability.

The improved crossing will install approximately 3,300 linear feet of 42-inch high-density polyethylene (HDPE) transmission main, placed by horizontal directional drilling 25 to 30 feet beneath the seabed to remove the line from direct storm and wave exposure. The existing 30-inch steel main will remain on the bridge in service as a redundant backup, allowing FKAA to maintain water delivery even if one line is taken out of service.

Channel #2 is part of FKAA’s main potable water transmission backbone from the mainland to the Florida Keys. This single crossing conveys all potable water to downstream Keys communities from approximately Mile Marker 72.9 to the southern tip of Key West (MM 0). A failure at this location would disrupt continuous access to safe drinking water for tens of thousands of residents and for critical facilities including hospitals, emergency services, schools, wastewater treatment plants, and key military installations such as Naval Air Station Key West, as well as impact vital fire meters and hydrants.

The proposed subaqueous crossing will remove a major single point of failure on the system, provide redundancy at a critical bottleneck, and significantly reduce the risk of outages, boil-water notices, large-volume potable water loss and public health emergencies across the Middle and Lower Keys.

This application proposed a single public facilities activity to address an urgent need; no additional unaddressed needs are included.

The Need for CDBG Funding

Neither the Village nor FKAA has sufficient resources to fully fund this project on the timeline needed to remove the current risk. The estimated total project cost is approximately \$4.8 million dollars. The Village intends to request approximately \$3 million dollars in Small Cities CDBG funding under the Neighborhood Revitalization category. As the service provider, FKAA will provide the remaining \$1.8 million dollars as local match. FKAA has included this crossing in its capital and resiliency planning but cannot advance a project of this magnitude quickly enough with rate-payer funds alone without significantly impacting customer rates or delaying other critical projects. Other state and federal funding sources for water infrastructure are highly competitive and, in many cases, either not sized for this project or cannot provide funds quickly enough to address an ongoing threat. Small Cities CDBG funding is therefore necessary to close the funding gap and to eliminate a serious and immediate threat to public health and welfare by providing redundancy at Channel #2 and securing the part of the primary potable water transmission backbone passing through the Village of Islamorada, directly impacting Village residents, and indirectly impacting all downstream Keys communities.

Cost of Activities

Activity Name	CDBG-funded Activity Costs	FKAA Match Funding
Administration	\$150,000	-
Engineering & Construction Management	\$80,000	-
Construction	\$2,770,000	\$1,831,920
	<b>Total</b>	<b>\$4,831,920</b>

Proposed Construction and Timeline

Design is currently at approximately 30%. 60% design and permitting is anticipated to be completed June 2026, with final design (100%) completed by November 2026. Final bid documents are anticipated to be completed by December 2026. Construction is anticipated to begin approximately 12-15 months after grant award and is contingent upon environmental and permit approvals, as well as the CDBG award schedule. Construction is anticipated to take approximately six months for completion.

Anticipated Permitting and Environmental Impacts

FDOT Maintenance of Traffic Permit for temporary traffic control, FDEP Water Utility Permit, and applicable Florida Keys Marine Sanctuary and United States Army Corps of Engineers permits.

The Channel #2 project site is located within a flood-prone area (FEM FIRM Zone VE), a high-risk coastal flood zone subject to wave action; the Village (CID 120424#) participates in the National Flood Insurance Program.

#### Project Justification – Urgent Need

The Channel #2 crossing is an aging, bridge-mounted single point of failure on FCAA’s primary potable water transmission backbone, and recent breaks at this location demonstrate that continued reliance on this exposed main poses an ongoing, serious, and immediate threat to public health, safety, and welfare across the Middle and Lower Keys. On December 25, 2025, a transmission main break at Mile Marker 87 in Islamorada caused a significant disruption in system operations with little to no water pressure available, and triggered a three-day precautionary boil-water notice extending from the Upper Keys (MM 87) to Boca Chica (MM 8), encompassing the entire jurisdiction of the Village and impacting a substantial portion of the Florida Keys. This event demonstrated how a single failure on the transmission backbone can immediately threaten potable water quality and availability for downstream communities. This corridor is already being mitigated through a phased parallel transmission main project along US1 from Snake Creek (MM 85.5) to Julep Road (MM 92), which includes the Tavernier Creek crossing, a component similar in function to the Channel #2 crossing,; the Channel #2 crossing is the next critical single point of failure that FCAA must address to prevent a repeat of these system-wide impacts.

The proposed project qualifies under the Urgent Need national objective because existing conditions pose a serious and immediate threat to the health and welfare of residents served by FCAA. The Channel #2 crossing is part of the primary potable water transmission backbone that passes through the Village, directly impacting all Village residents, and ensures continuity of reliable service to all downstream Keys communities. . Failure at this location would jeopardize continuous access to safe drinking water for tens of thousands of residents, critical facilities, and businesses, and would also compromise system pressure needed to supply fire meters and fire hydrants community-wide.

The proposed project was developed through citizen engagement, including a Citizen Advisory Task Force (CATF) meeting and two public hearings, ensuring that the identified activities reflect the prioritized needs of the community. The subaqueous main at Channel #2 will fortify the region’s ability to withstand, adapt to, and recover from a wide spectrum of hazards, ensuring that water security becomes a foundation for community stability and prosperity through the coming decades.

#### LMI Benefit

Although the project does not meet the 51% LMI threshold, it clearly serves a substantial LMI population.

- **Immediate Impact Area (Channel #2 Crossing) – Combined LMI of 50.46%**

- Census Tract 9710.02, Block Group 3: 68.30% LMI
- Census Tract 9709, Block Group 1: 39.60%

- **Immediate Impact & Linear Downstream Impact – Combined LMI of 48.92%**

- Includes 50 Census Tracts throughout the Florida Keys representing 59,149 permanent residents

Because the combined LMI percentages for both the immediate impact area (50.46%) and the broader functional service area (48.92%) do not meet the 51% threshold, the project cannot rely on the LMI area-benefit and is instead being advanced under the Urgent Need national objective, with LMI data presented to demonstrate that a significant number of LMI households will directly benefit from the proposed project.

Sponsorship and Delivery

If selected for CDBG funding, the Village and FCAA will execute and implementation agreement authorizing FCAA to implement the project on the Village's behalf and committing FCAA resources to maintain CDBG-assisted improvements.

### General Scoring Criteria — Table G-3

<b>1. Community-Wide Needs Score (CWNS)</b> The CWNS for each non-entitlement local government is posted on the Department’s website at: <a href="http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program/downloads-and-information-for-applicants">http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program/downloads-and-information-for-applicants</a> <b>(Transfer this score to line 1. of the Application Scoring Summary page – Part 8, page 4.)</b>		<b>Score: <u>94.86</u></b>
<b>2. Special Designation Score</b> Check all applicable designations below and enter a score of 20 points if all CDBG activities will be conducted within any of the boundaries of the special designation areas checked. Documentation must be included in Appendix M of Part 9. (See instructions.) <b>(Transfer this score to line 3a. of the Application Scoring Summary page.)</b>		<b>Score: <u>20</u></b>
<input type="checkbox"/> Rural Area of Opportunity (RAO)	<input type="checkbox"/> Rural Community as defined by §288.0656, F.S.	
<input checked="" type="checkbox"/> Area of Critical State Concern pursuant to §380.05, F.S.	<input type="checkbox"/> Florida Enterprise Zone pursuant to §290.0065, F.S.	
<b>3. Grant History Score:</b> If the applicant has not had an open CDBG contract in the NR, CR, or HR categories within five years of application deadline, claim 100 points. <b>(Transfer this score to line 3b. of the Application Scoring Summary page.)</b>		<b>Score: <u>100</u></b>
<b>4. CATF Score:</b> The applicant can score a maximum of 10 points if it has appointed a Citizen Advisory Task Force (CATF) to provide input on all phases of the Small Cities CDBG Program process and the CATF met to discuss community needs and make recommendations to the local governing body before the application was drafted. The task force must be comprised of residents of the applying jurisdiction, and at least 51% of the members must be from LMI households. None of the members can be an elected official of the jurisdiction, and only one member can be an employee of the applicant. The CATF shall have at least five members, and at least 51% members must participate in the meeting to claim CATF points. Documentation must be included in Appendix D of Part 9. (See instructions.)		
<b>4a.</b> If the CATF met before the first public hearing was conducted and before a draft application was developed to discuss community needs and make recommendations to the local governing body as to the program area and activities that should be considered when drafting a Small Cities CDBG application, <b>score 10 points, or</b>		<b>Score: <u>10</u></b>
<b>4b.</b> If the CATF met before the notice for the second public hearing was published and before a draft application was finalized to make recommendations to the local governing body as to the program area and activities that should be included in its Small Cities CDBG application, <b>score 5 points.</b> <b>(Transfer this score to line 3c. of the Application Scoring Summary page.)</b>		
If applicable, list the date that the public notice for the CATF meeting was published: 4/18/2026	If applicable, list the date when the CATF meeting was held: 4/23/2026	

**General Scoring Criteria — Table G-3 (Continued)**

<b>5. Outstanding Performance in Equal Employment Opportunity (EEO)</b>						
<b>M/WBE Contracting:</b> The applicant may claim up to 20 points for achievement in Minority-/Women-Owned Business Enterprises (M/WBE) contracting in the most recent Small Cities CDBG subgrant that was administratively closed not more than four years before application deadline date. Review the M/WBE reports submitted to FloridaCommerce for that subgrant and enter a score based on the achievement reported.						
<b>Most Recent Administratively Closed Small Cities CDBG Contract Number:</b>			_____			
Amount Awarded to M/WBE firms	÷	Total Prime Contracts Amount	X 100 =	_____ M/WBE %		
<b>M/WBE %</b>	<b>Points</b>		<b>5a. M/WBE Contracting Score:</b>  <div style="text-align: center;"> <u>5</u>                      (Maximum 20 points)                 </div>			
0.0 – 4.99%	0					
5.0 – 14.99%	5					
15.0 – 19.99%	10					
20.0 – 24.99%	15					
25.00%+	20					
If the applicant has not administratively closed a Small Cities CDBG subgrant within four years of the application deadline date, score 5 points.						
<b>Local Government Minority Employment:</b> The applicant may claim up to 60 points for meeting minority employment goals. Complete the table below to calculate the applicant’s percentage of minority employees. See instructions for calculations.						
Number of Permanent Full-time Equivalent Minority Applicant Employees	÷	Number of Permanent Full-time Equivalent Applicant Employees	=	Applicant’s Percentage of Minority Employees		
_____ 46 _____		_____ 116 _____		_____ 40% _____		
Enter percentage of minorities in the applicant’s county: 15%						
If the “Prorated 60 Points Score” is claimed, complete the following equation:						
Applicant’s Percentage of Minority Employees	÷	Percentage of Minorities in Applicant’s County	=	Applicant’s Percentage of Minority Employees	X 60 =	Points Claimed
_____		_____		_____		_____

If the applicant has three or less employees, 40 points may be claimed.		
<b>5b. Local Government Minority Employment Score (60 Points Maximum):</b>		<u>60</u>
<b>6. Outstanding Performance in Fair Housing</b>		
The applicant may claim five points for adopting a Fair Housing Ordinance prior to the application deadline and five points for conducting a Fair Housing workshop in the 12 months prior to the application deadline. See instructions for guidelines and documentation requirements.		
	<b>Date</b>	<b>Score</b>
6a. Date Fair Housing Ordinance Adopted:	<u>5/9/2002</u>	<u>5</u>
6b. Date of Fair Housing Workshop:	<u>4/30/2026</u>	<u>5</u>
<b>6c. Total Fair Housing (6a+6b) Score (10 Points Maximum):</b>		<u>10</u>

**Outstanding Performance in EEO and Fair Housing (5a+5b+6c) Score: 70**

**(90 points maximum)**

## **Part 2 – Application Profile and General Scoring Criteria**

### **Instructions**

### **Application Profile (Table G-1)**

The application profile must reflect the requested information about the applicant, including demographics; the person who prepared the application; and the type of application. The applicant's name as it appears in the DUNS system must be included in the appropriate box on page 2.

### **Citizen Participation**

1. The Applicant may appoint a Citizens Advisory Task Force (CATF) to make recommendations on community needs prior to drafting an Application for Funding and to provide input during the implementation of any subgrants that the Applicant receives. An Applicant can claim up to 10 points on its Application for Funding if it has an active CATF. To claim points for having CATF participation in the application process, the following conditions must be met:

(a) The task force shall be comprised of at least five residents of the Applicant's jurisdiction, and at least 51% of the members must be from low- to moderate-income households.

(b) No more than one employee of the Applicant can serve on the CATF, and no elected officials of the Applicant can serve as members of the task force.

(c) The CATF shall conduct at least one meeting prior to an Application for Funding being drafted and prior to the notice for the second public hearing being published to discuss community needs and to provide recommendations to the local governing body. The meeting shall be advertised in accordance with subsection 73C-23.0031(27), F.A.C. A minimum of 51% of the members must participate in the meeting.

(d) If the Applicant is claiming points for having an active CATF, copies of the public notice, affidavit of publication, meeting minutes and sign-in sheet shall be included in Part 9, Appendix D, of the Application for Funding, Form SC-60, which is further described in paragraph (6)(a) below. If the affidavit is not available by the application deadline, it must be provided by the end of the "completeness period" to retain the points.

2. Local governments must conduct two public hearings in accordance with subsection 73C-23.0041(1) prior to submitting their applications for funding. The hearings shall be advertised in accordance with subsection 73C-23.0031(27). Documentation of the citizen participation activities must be included in Appendix D of Part 9. The following documents shall be included:

- Copies of the required public hearing notices and affidavits of publication.
- Certified copies of the minutes from the public hearings.

### **Historic Preservation**

Answer "Yes" if any project activity will result in one of the following:

- Direct physical changes to a structure 50 or more years old, such as demolition (partial or complete), rehabilitation, restoration, remodeling, renovation, expansion, or relocation.
- Direct physical changes to public improvements 50 or more years old, such as stone curbs or brick streets.
- Direct physical changes to a planned open space 50 or more years old, such as a park or plaza.
- Project activities occurring within 100 feet of a structure, public improvement, or planned open space 50 or more years old.
- Project activities occurring in a Historic District listed on the National Register of Historic Places.

**If this question is answered "Yes," proceed as follows:**

- Contact the State Historic Preservation Office (SHPO) during the application planning process. Properties listed, or eligible for listing, in the National Register of Historic Places must be designed in accordance with the recommended approaches in the ***Secretary of the Interior's Standards or Rehabilitation Guidelines for Rehabilitating Historic Buildings*** (U.S. Department of the Interior, National Park Service). This publication and technical assistance may be obtained from the SHPO, 500 South Bronough Street, Tallahassee, Florida 32399-0250.
- Provide original photographs to SHPO that can be used to determine the historical/architectural significance of the property. Photographs must show each side of the structure and general views of the property in its surroundings; they should be identified by street address and keyed to the service area map. If potentially significant historic properties are identified, SHPO will recommend the appropriate approach.
- Provide the following documentation in Appendix L of Part 9:
  - The location/address.
  - The construction date.
  - The activity affecting the historic property.
  - The results of any pre-application discussions with SHPO regarding the potential impact of the proposed project on historic properties.

**Interlocal Agreements**

Indicate whether or not activities will require an interlocal agreement. If activities will take place, or services will be extended or provided, outside of the applicant's jurisdiction, include in Appendix J an interlocal agreement signed by the chief elected officials, or legally designated individuals of the jurisdictions, that specifies:

- The units of local government (parties involved).
- The purpose of the interlocal agreement.
- A delineation of the cooperation between the parties involved.
- A description of the activities and the service area(s).
- The amount of funds being committed (and associated terms).
- A statement that the project is not inconsistent with the local comprehensive plans of all involved jurisdictions.

1. Prior to application submission, a written interlocal agreement shall be executed by all local governments in whose jurisdictions the CDBG activities will be undertaken. The interlocal agreement must authorize the applying local government to undertake the activities outside its jurisdiction, giving the concurrence of the other local government(s) with the activity and committing resources by one or more local governments, or some other entity which has provided written assurance, to maintain the activity. Such an interlocal agreement must be submitted with the Application for Funding.

2. Each local government signing an interlocal agreement shall affirm that all activities, project areas, service areas, and job creation locations are not inconsistent with its comprehensive plan.

3. The application shall contain excerpts of the comprehensive plans of all local governments in whose jurisdiction activities will take place. The excerpts must document that the activities, project areas, service areas, and job creation locations are not inconsistent with the local government's comprehensive land use plan.

4. An eligible Applicant's activities can extend beyond its jurisdiction, provided the areas outside its jurisdiction are eligible. The Applicant must have legal authority to provide such services or undertake such activities and be supported by a signed interlocal agreement executed by both eligible local governments. Except for Economic Development projects, no more than 25 percent of the service area beneficiaries may reside outside the Applicant's jurisdiction unless all CDBG funded work is taking place within the Applicant's jurisdiction or on property owned by the Applicant. When all work will take place within the Applicant's jurisdiction or on property owned by the Applicant, up to 50 percent of the beneficiaries may reside outside the Applicant's jurisdiction.

5. Pursuant to 24 CFR 570.486(b), an eligible individual Applicant may apply to undertake a portion of an eligible Neighborhood Revitalization activity in an otherwise eligible location outside its jurisdiction or service area, if it can provide written documentation that the activity is required by an engineer or by a state or federal agency having regulatory authority over the activities. Any benefit to persons outside the jurisdiction or service area must not be a Direct Benefit and may only be incidental to the activity undertaken within the jurisdiction or service area.

### **Subgrant Application Preparation Costs**

If subgrant application preparation costs are to be paid from the subgrant, the grant writer must have been procured pursuant to 2 CFR sections 200.317-.326. Include the following in Appendix F of Part 9:

Include the following in Appendix F of Part 9:

- A copy of the Request for Proposal advertisement.
- The ranking sheets.
- Minutes of the meeting where the grant writer was selected.
- A copy of the invoice from the grant writer.
- A copy of the contract between the local government and the grant writer.

If the Department determines that the procurement or contracting process did not meet program requirements, or that an expense is ineligible, the associated expense(s) will be disallowed.

If the local government prepared the application using local government staff or the staff of another governmental agency selected pursuant to Chapter 287, F.S., the local government may seek payment only for direct costs incurred as part of the application preparation. In order to be eligible for payment, documentation of direct costs must be provided with the application.

### **National Flood Insurance Program**

Please indicate whether the local government is a current participant in the National Flood Insurance Program.

### **Project Narrative (G-2)**

The information below must be included in the project narrative:

1. Applications proposing more than one activity or service area must include a narrative for each activity and/or service area.
2. Applications presenting both addressed and unaddressed needs must include a separate project narrative for each.
3. For addressed and unaddressed needs, a narrative description of each proposed activity must include the following information:

- Activity description, including the need being met.
  - Explanation of the need for CDBG funding.
  - Proposed construction start and completion dates.
  - Quantity and location of activity within the service area.
  - Cost of the activity.
  - How the activity meets a national objective.
  - Purpose of the activity (if not readily apparent).
  - Beneficiaries (Total, VLI and LMI) of the activities.
4. Describe all activities to be undertaken and the projected cost, without regard to the funding source or whether such funding will be counted for leverage.
  5. Describe any activities in which a portion of the construction will occur outside of the applicant's jurisdiction.
  6. Describe any impact that proposed DOT or county road construction will have on the proposed CDBG funded activity.
  7. Specify whether any portion of the project area is located in a flood-prone area and whether the local government participates in the National Flood Insurance Program.
  8. If complementary activities are being undertaken, explain how they relate to the project.
  9. If funds from other sources are being "leveraged," describe how the funds will be used (what they will pay for, etc.).
  10. If the removal of public building architectural barriers to handicapped persons is being paid for with CDBG funds, identify:
    - The location and function of each building.
    - The barriers to be removed in each building.
    - How the expenditure of CDBG funds will resolve the problem.
  11. If using a survey that was completed for a previous CDBG project, state the subgrant number and year the survey was conducted.
  12. The narrative for Economic Development applications must also include a statement regarding, or description of, the following:
    - The roles of all Participating Parties, local governments, agencies, and other parties whose actions or participation are necessary for the project's success.
    - The number and types of jobs to be created and/or retained.
    - Additional development, spin-off jobs, and the need for additional goods and services which are likely to be stimulated by the proposed project.
    - Any increases to the tax base that will occur, including property, sales, and other taxes.
    - Anticipated training needs of LMI persons who may apply for the created jobs; and how and who will provide the training.
    - That the cost per job to be created and/or retained by each Participating Party as a direct result of the CDBG assisted activity is \$34,999 or less in CDBG funds.

13. The narrative for Commercial Revitalization applications must also include a statement regarding, or description of, the following:  
If acquisition or demolition other than for an easement is proposed as part of the project, provide the following documentation with the application:

- The purpose of the proposed acquisition or demolition.
- A list of the sites proposed for acquisition or demolition.
- The ownership of each site.
- Current zoning and land use of the proposed site.
- Estimated value of each site.
- Current zoning for each site.

For activities addressing the Slum and Blight National Objective, include a description of the slum or blight conditions being addressed by the activity and documentation that the activity is eligible under CDBG regulations.

### General Scoring Criteria (Table G-3)

1. Enter the **Community Wide Needs Score** provided by the Department. This document is posted to the Department’s website at: <http://www.floridajobs.org/community-planning-and-development/assistance-for-governments-and-organizations/florida-small-cities-community-development-block-grant-program/downloads-and-information-for-applicants>
2. If the local government has one or more special designations, enter 20 points for the **Special Designation Score**. Points cannot be claimed unless all activities occur within the boundaries of the special designation. The service area or project area map and the jurisdiction map must show the boundaries of the designated area(s) if the designation does not encompass the entire jurisdiction.
3. If the applicant has not had an open CDBG subgrant in the NR, HR, or CR categories within five years of application deadline, claim 100 points for the **Grant History Score**.

### Outstanding Performance in Equal Employment Opportunity

1. Achievement in M/WBE Contracting
  - Enter the appropriate score based on achievement reported in Minority-/Women-Owned Business Enterprises (M/WBE) reports to the Department from the most recently administratively closed subgrant. The percentage is calculated by dividing the total amount of funds reported as awarded to M/WBE contractors or subcontractors by the total amount of all prime contracts awarded.
  - If the applicant has no administratively closed CDBG subgrant within four years of the application deadline date, score 5 points.
2. Local Government Minority Employment

When determining the local government minority employment score:

  - “Permanent full-time employment” includes full-time and part-time employees who are eligible to receive benefits, but not elected officials. County applicants shall count only the staff employed by the Board of County Commissioners, and not any constitutional officers. Only one payroll within 45 days of the application deadline shall be used for establishing total full-time employees and total full-

time minority employees.

- The number of part-time employees, who meet the definition of permanent full-time employees because they are eligible to receive benefits, must be converted to full-time equivalents (FTE) based upon the number of hours worked in an average week, with 40 hours per week setting the standard for full-time employment.
- Minority population percentages are provided by the Department. For the local government employment score calculations, "within the County" includes the sum of incorporated and unincorporated areas.
- The applicant may claim:
  - 60 points if the percentage of permanent full-time and full-time equivalent minority employees equals or exceeds the percentage of minorities within the County, or
  - 40 points if the local government has three or fewer employees without regard to full-time or part-time status, or
  - A prorated portion of 60 points if the percentage of full-time and full-time equivalent minority employees is less than the percentage of minorities within the county.

### **Outstanding Performance in Fair Housing**

The applicant may claim:

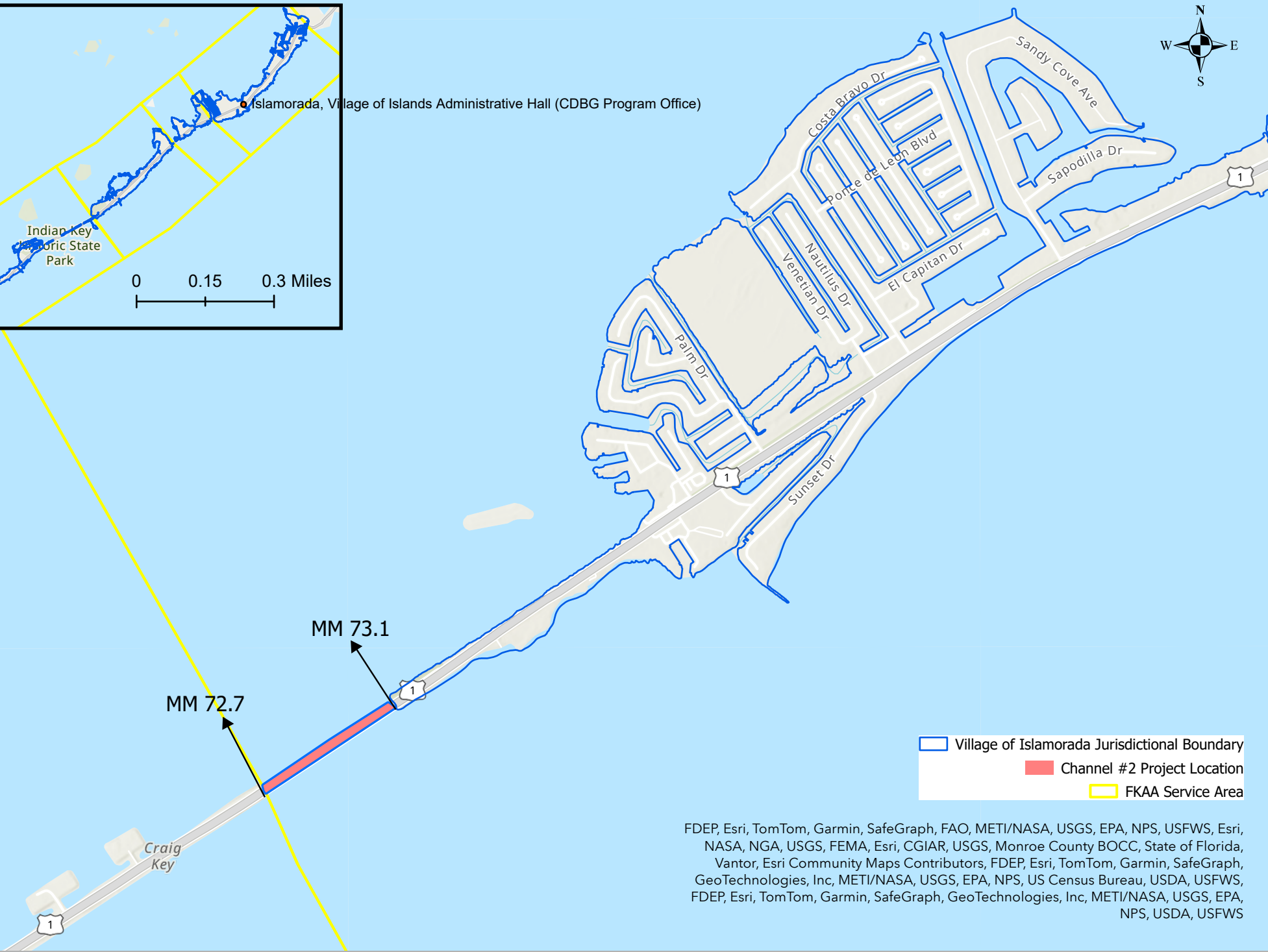
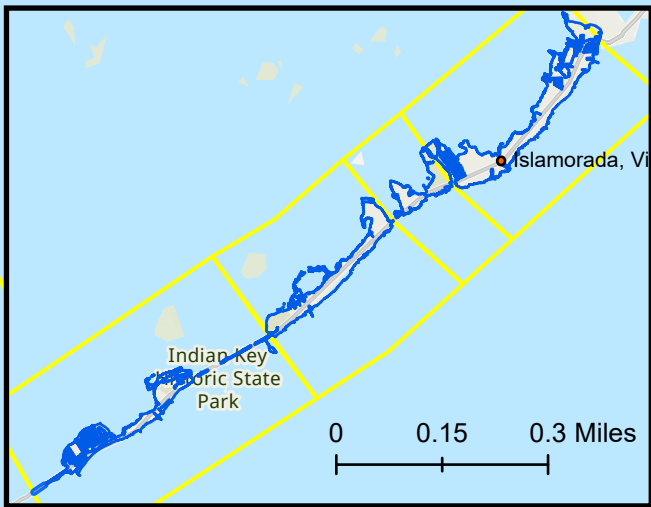
1. Five points if, before the application deadline, the local government adopted a Fair Housing Ordinance that covers all federally protected classes (race, color, familial status, handicap, national origin, religion, and sex).
2. Five points if the local government conducted a Fair Housing workshop within 12 months before the application deadline date that meets all the following conditions:
  - Public notice was provided pursuant to 73C-23.0031(27), F.A.C.
  - The workshop was conducted by the local government, and the information presented during the workshop was designed for the public, property owners, housing professionals and local elected officials.
  - An agenda and training materials covering both the state and federal Fair Housing laws were provided to all participants.
  - A sign-in sheet was maintained.

Someone must attend the workshop to claim the points for conducting the workshop.

### **EEO/Fair Housing Summary**

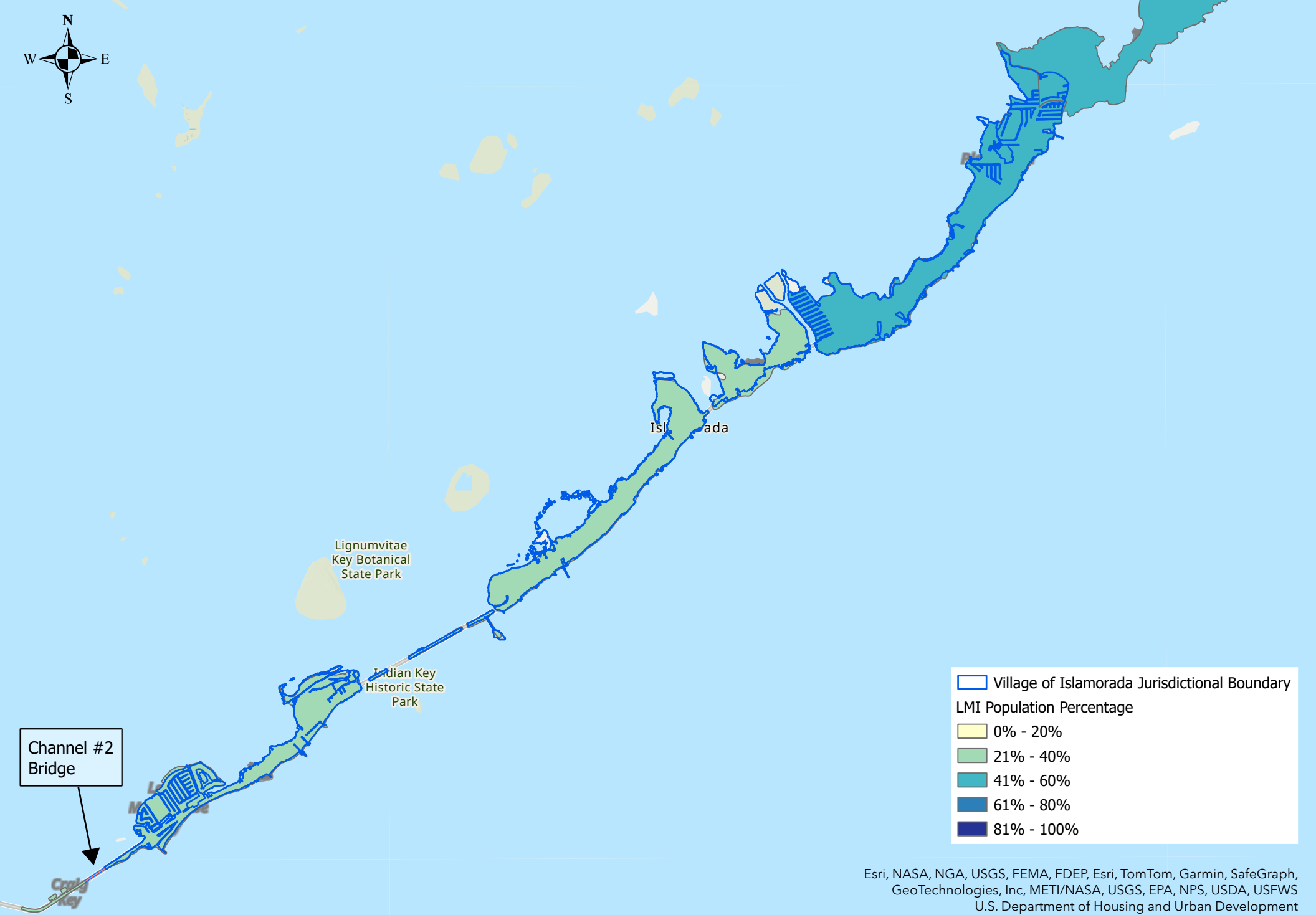
Up to 90 points can be claimed for Outstanding Performance in Equal Employment Opportunity and Outstanding Performance in Fair Housing:

- 20 points for Achievement in M/WBE contracting.
- 60 points for Local Government Minority Employment.
- 10 points for Outstanding Performance in Fair Housing.




- Village of Islamorada Jurisdictional Boundary
- Channel #2 Project Location
- FCAA Service Area






FDEP, Esri, TomTom, Garmin, SafeGraph, FAO, METI/NASA, USGS, EPA, NPS, USFWS, Esri, NASA, NGA, USGS, FEMA, Esri, CGIAR, USGS, Monroe County BOCC, State of Florida, Vantor, Esri Community Maps Contributors, FDEP, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, FDEP, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA, USFWS



Channel #2  
Bridge

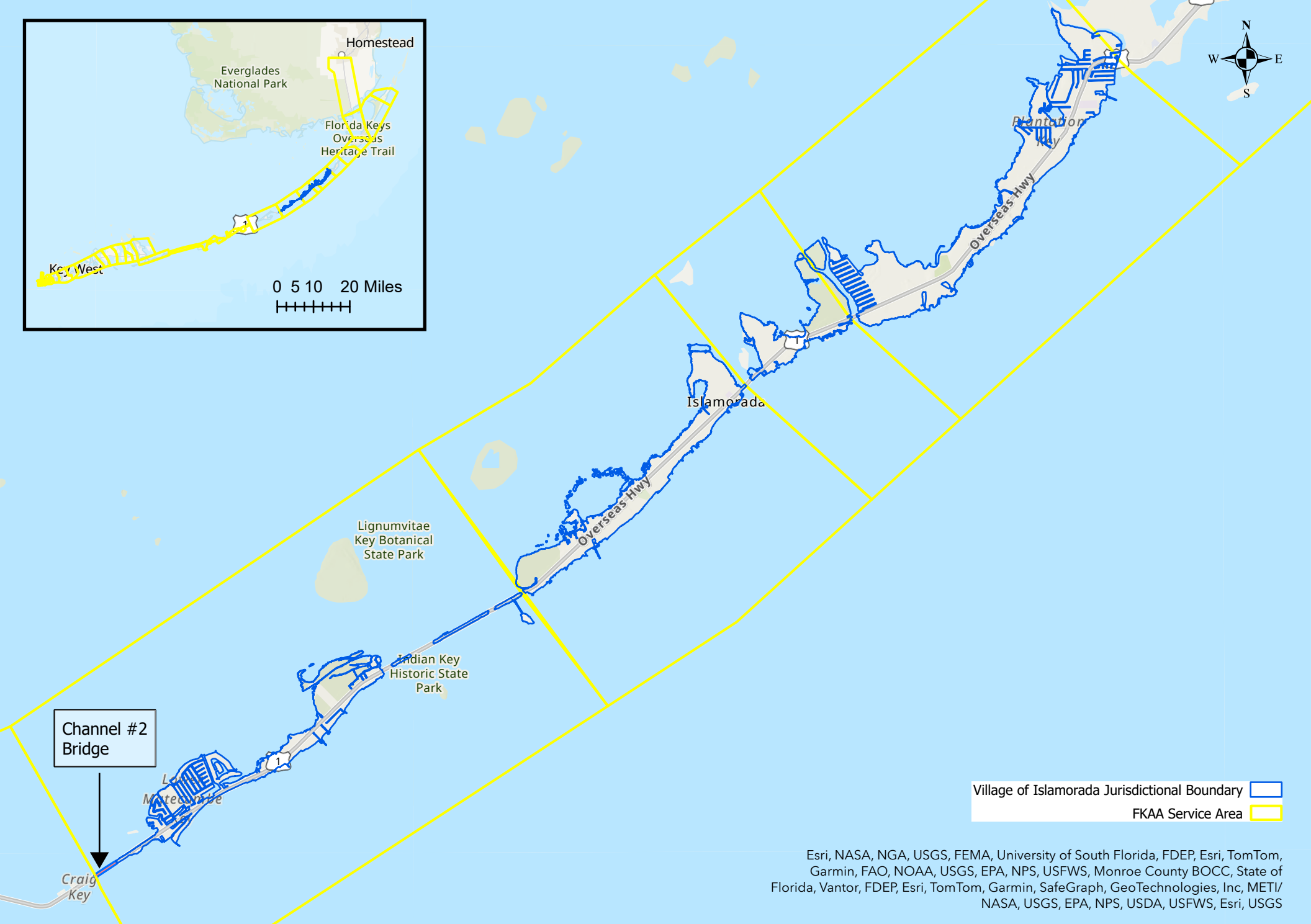
 Village of Islamorada Jurisdictional Boundary

**LMI Population Percentage**

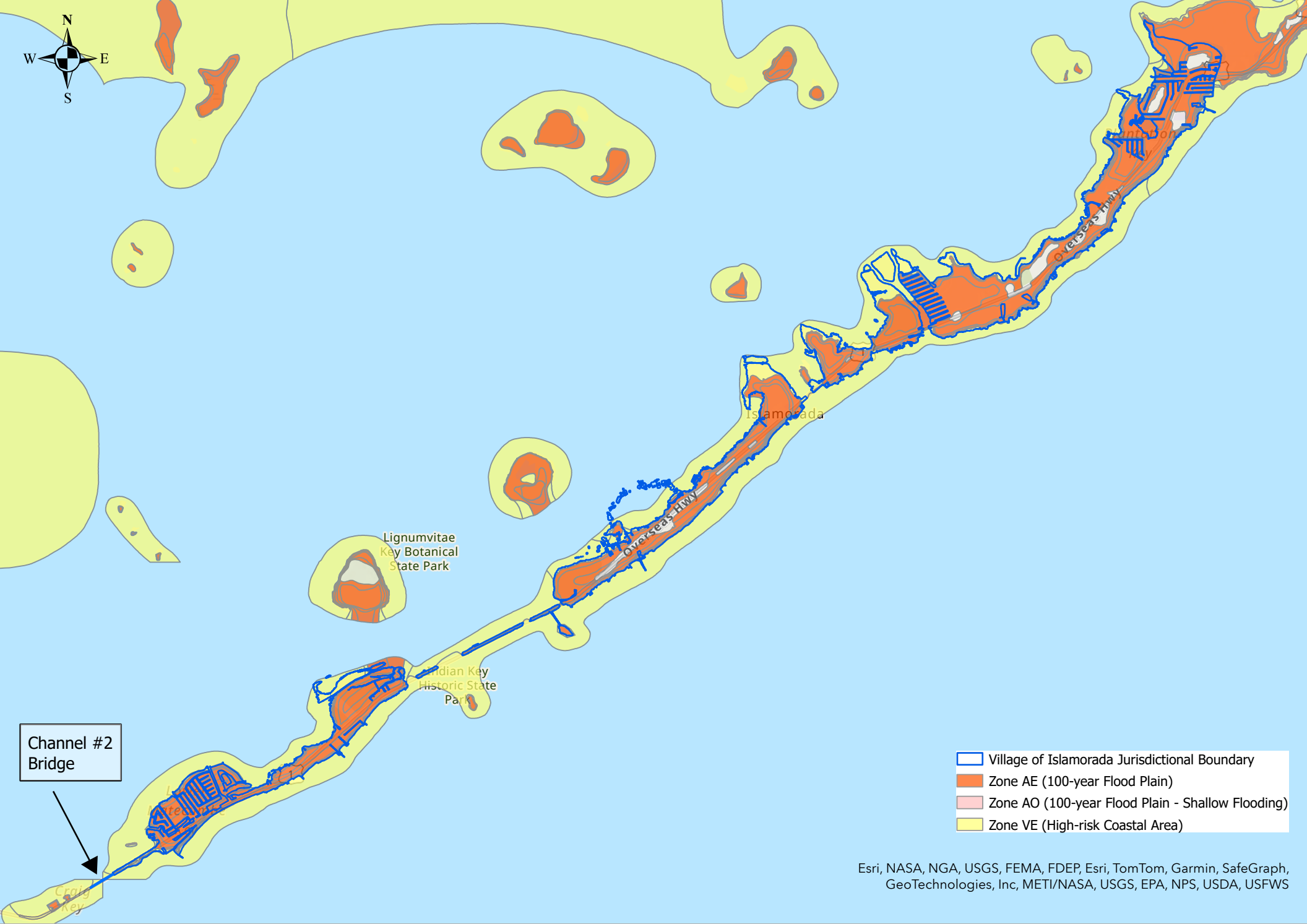
-  0% - 20%
-  21% - 40%
-  41% - 60%
-  61% - 80%
-  81% - 100%

Esri, NASA, NGA, USGS, FEMA, FDEP, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA, USFWS U.S. Department of Housing and Urban Development

# Channel #2 Subaqueous Crossing - LMI Areas



Esri, NASA, NGA, USGS, FEMA, University of South Florida, FDEP, Esri, TomTom, Garmin, FAO, NOAA, USGS, EPA, NPS, USFWS, Monroe County BOCC, State of Florida, Vantor, FDEP, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/ NASA, USGS, EPA, NPS, USDA, USFWS, Esri, USGS



- Village of Islamorada Jurisdictional Boundary
- Zone AE (100-year Flood Plain)
- Zone AO (100-year Flood Plain - Shallow Flooding)
- Zone VE (High-risk Coastal Area)

Esri, NASA, NGA, USGS, FEMA, FDEP, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA, USFWS

**RESOLUTION NO. 26-**

**A RESOLUTION OF THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AUTHORIZING SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION SPONSORED BY THE VILLAGE; AUTHORIZING THE MAYOR, VILLAGE MANAGER AND VILLAGE ATTORNEY TO EXECUTE CERTAIN DOCUMENTS PERTAINING TO THE GRANT; AND PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE; AND FOR OTHER PURPOSES**

**WHEREAS**, Islamorada, Village of Islands (the "Village") seeks to improve the safety and welfare of its citizens by ensuring access to safe, reliable drinking water and resilient water infrastructure to its residents; and

**WHEREAS**, the Village has an established partnership with the Florida Keys Aqueduct Authority ("FKAA"), the regional water utility that owns and operates water transmission and distribution facilities serving the Village; and

**WHEREAS**, the Village is an eligible non-entitlement local government under the Florida Small Cities CDBG Program administered by FloridaCommerce and has determined that this program is a viable option to fund needed improvements to regional water infrastructure; and

**WHEREAS**, the Village desires to apply for a Small Cities Community Development Block Grant in the Neighborhood Revitalization category to assist with the costs of critical improvements to the regional water transmission and distribution infrastructure, owned and maintained by FKAA, that serves Village residents; and

**WHEREAS**, the Village's adopted Local Comprehensive Plan calls for regional water supply coordination and protection, maintenance, and hardening of public infrastructure that is essential to supporting the daily operations of residents, businesses and visitors and to mitigating any damage or service disruption that can adversely impact the community's functionality; and

**WHEREAS**, the Village Council finds that submission of a CDBG application seeking funding for critical water infrastructure improvements is in the best interest of the Village and its residents.

**NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS, FLORIDA, AS FOLLOWS:**

**Section 1. Recitals.** The above recitals are true and correct and incorporated into this Resolution by this Reference.

**Section 2. Approval of Submission of the CDBG Application.** The Village Council hereby approves the submission of the FFY 2025 Islamorada, Village of Islands, CDBG Application in the Neighborhood Revitalization Category to FloridaCommerce in an amount not to exceed \$3,000,000 for state review and approval.

**Commented [JQ1]:** Just confirming this is not a typo. I believe it stands for Florida Fiscal Year, but wanted to confirm.

**Section 3. CDBG Project Partnership.** If the Village's application is approved and selected for funding, the Village shall enter into a written agreement with FCAA setting forth the roles, responsibilities, and commitment of each party for the implementation, operation, and maintenance of the CDBG-assisted water infrastructure improvement project.

**Section 4. Authorization and Delegation of Village Officials.** The Village Manager and/or his designee and the Village Attorney are authorized to take all actions necessary to execute and submit all documents pertaining to the grant, including the application, environmental and other certifications, grant award agreement, grant modifications (if any), grant completion/close out documents, and other responses and reports to FloridaCommerce, subject to applicable Village approvals and public participation requirements.

**Section 5. Alignment with the Local Comprehensive Plan.** The CDBG Application is consistent with the Village's adopted Local Comprehensive Plan, and the Village hereby designates its Local Comprehensive Plan, adopted pursuant to Chapter 163, Florida Statutes, as its

Community Development Plan.

**Section 6.** **Severability.** The provisions of this Resolution are declared to be severable and if any section, sentence, clause, or phrase of this Resolution shall, for any reason, be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Resolution, but they shall remain in effect, it being the legislative intent that this Resolution shall stand notwithstanding the invalidity of any part.

**Section 7.** **Effective Date.** This Resolution shall become effective immediately upon its adoption.

**[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]**

**PASSED AND ADOPTED THIS \_\_\_ DAY OF \_\_\_\_\_, 2026.**

Motion to adopt by \_\_\_\_\_, seconded by \_\_\_\_\_.

**FINAL VOTE AT ADOPTION**

**VILLAGE COUNCIL OF ISLAMORADA, VILLAGE OF ISLANDS**

Mayor Don Horton \_\_\_\_\_  
Vice Mayor Sharon Mahoney \_\_\_\_\_  
Councilman Steve Friedman \_\_\_\_\_  
Councilwoman Deb Gillis \_\_\_\_\_  
Councilwoman Anna Richards \_\_\_\_\_

\_\_\_\_\_  
DON HORTON, MAYOR

ATTEST:

\_\_\_\_\_  
MARNE MCGRATH, VILLAGE CLERK

APPROVED AS TO FORM AND LEGALITY  
FOR THE EXCLUSIVE USE AND BENEFIT OF  
ISLAMORADA, VILLAGE OF ISLANDS:

\_\_\_\_\_  
JOHN J. QUICK, VILLAGE ATTORNEY