



To: Jim Scholl, City Manager  
From: J. Manuel Castillo, Sr., Executive Director  
Cc: Shawn Smith, City Attorney  
Date: July 17, 2014  
Re: Community Development Office Agreement

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EXECUTIVE SUMMARY

Action Statement:

A resolution approving the renewal of the Administrative Agreement between the City of Key West and Housing Authority for the operation of the City's Community Development Office (CDO) and authorizing the City Manager to execute said agreement.

Background:

The agreement has been in place since April 1, 1988 and has been amended from time to time. It is for a term of five (5) years and is presented to the City Commission for consideration of renewals. All terms and conditions remain unchanged from the last amendment.

Financial Impact:

There is no direct financial expense to the City. Operational expenses of the CDO are covered by program income derived from several housing strategies under the CDO. Annual budgets are presented and approved by the City Commission as part of the City's budget process.

Recommendation:

Attached please find a Resolution and Administrative Agreement for the City Commission's consideration. This agreement will be for the period of October 1, 2014 through September 30, 2019.