

AMENDMENT 003 TO THE AGREEMENT

WITH

CITY OF LAKE WORTH BEACH

THIS IS AN AMENDMENT ("Amendment 003") effective as of _____, to **AGREEMENT** by and between **Palm Beach County** and the **City of Lake Worth Beach**.

WITNESSETH:

WHEREAS, Palm Beach County (County) entered into an Agreement (R2024-1411) with the City of Lake Worth Beach (Subrecipient) on October 1, 2024, to provide \$301,586 of Community Development Block Grant (CDBG) funds under FY2024-2025, as amended by Amendment 001 (R2025-0946) on April 16, 2025, and as amended by Amendment 002 (R2025-1750) on October 22, 2025, for the construction of renovations at the Youth Empowerment Learning Center, located at 1699 Wingfield Street, Lake Worth Beach ("Project"); and

WHEREAS, the Subrecipient has requested to extend the Project Performance Requirements due to unforeseen delays with contractor material lead times, permitting, inspections and field conditions which have subsequently impacted the timeline to meet the scheduled benchmarks; and

WHEREAS, the Subrecipient is confident to be able to request 50% of the CDBG funds by June 30, 2026, construction will be completed by September 30, 2026, which will allow Subrecipient to request 100% reimbursement of CDBG funds by October 31, 2026; and

WHEREAS, both the County and the Subrecipient have agreed to amend the Agreement and extend the Project performance dates to allow the Subrecipient to compete and closeout the Project and the County to meet HUD's expenditure requirements.

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

A. INCORPORATION OF RECITALS

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.

B. ITEM 3. TIME OF PERFORMANCE

The Agreement Expiration Date is hereby extended from June 30, 2026 to **November 1, 2026**.

C. EXHIBIT "A" SCOPE OF WORK / SECTION D. PERFORMANCE REQUIREMENTS

The performance requirement dates are deleted, in their entirety and replaced as follows:

- | | |
|--|---------------------------|
| 1) Award Construction Contract by: November 30, 2025 | Completed |
| 2) Request 50% Reimbursement of CDBG Funds by: | June 30, 2026 |
| 3) Complete Construction by: | September 30, 2026 |
| 4) Request 100% Reimbursement of CDBG Funds no later than: | October 31, 2026 |

Except as modified by this Amendment 003, Amendment 002 and Amendment 001, the Agreement remains unmodified and in full force and effect, in accordance with the terms thereof. This Amendment 003 is expressly contingent upon the approval of the County and shall become effective when signed by all parties.

IN WITNESS WHEREOF, the Subrecipient has hereunto set its hand this _____ day of _____, 20____ and caused this Amendment 003 to the Agreement (R2024-1411) to be executed.

(SUBRECIPIENT SEAL BELOW)

CITY OF LAKE WORTH BEACH

By: _____
Betty Resch, Mayor

By: _____
Melissa Ann Coyne, MMC City Clerk

By: _____
Troy Perry, Interim City Manager

By: _____
Attorney for Subrecipient
(Signature Optional)

IN WITNESS WHEREOF, Jonathan B. Brown, Deputy County Administrator, of the department of Housing and Economic Development has hereunto set his hand this ____ day of _____, 20____, and caused the Amendment 003 to Agreement (R2024-1411) to be executed on behalf of the Board of County Commissioners of Palm Beach County.

**PALM BEACH COUNTY, FLORIDA, a
Political Subdivision of the State of Florida
For its BOARD OF COUNTY COMMISSIONERS**

By: _____
Jonathan B. Brown,
Deputy County Administrator

**Approved as to Form and
Legal Sufficiency**

**Approved as to Terms and Conditions
Department of Housing & Economic Development**

By: _____
County Attorney

By: _____
Carlos R. Serrano
Deputy Director



AGREEMENT / MOU REVISION REQUEST
AGREEMENT BETWEEN PALM BEACH COUNTY
AND
City of Lake Worth Beach

PROJECT AND FUNDING DESCRIPTION (R2024 - 1411) OR DOCUMENT DATE:

Provide Project Name, Funding Amount and brief Project description.

R2024-1411, Amendment 1 R2025-0946, Amendment 2 R2025-1750. Project Name: City of Lake Worth Beach Youth Empowerment Center Improvements and Osborne Center Re-roof. The funding amount is \$301,586. The project involves refurbishment and replacement of existing building systems that have reached the end of useful life and will include improvements for accessibility at the Youth Empowerment Center. Osborne Community Center roof replacement is also included in the scope of work.

REQUESTED REVISION: *Provide name of Subrecipient (Town/City) and requested revision.*

City of Lake Worth Beach requests revised project benchmarks as follows: Submit for 50% Reimbursement by June 30, 2026 (revising the February 28, 2026 benchmark); Complete Construction by September 30, 2026; and Submit for 100% Reimbursement by October 31, 2026.

JUSTIFICATION *Provide description of activities to be undertaken and reason to justify the revision.*

Revision is requested due to contractor-reported material lead times, permitting/inspection delays, and unforeseen field conditions. The City had already expended eligible costs meeting the 50% reimbursement threshold by February 28, 2026, but the reimbursement package was not submitted while staff finalized invoice reconciliation, inspection documentation, and CDBG supporting records. See continuation for additional justification.

Mina Tawadros, Assistant Director of Public Works

Authorized Signatory (Name & Title)

June 12, 2026

Date

REVISION ACTION**AMENDMENT REQUIRED ☒ YES ☐ NO**

IN ACCORDANCE WITH: Amendment 002 (R2025-1750), which extended the Agreement (R2024-1411)

PERFORMANCE REQUIREMENTS, shall be modified under this Amendment 003 as follows:

2) Request 50% Reimbursement of CDBG Funds by: Extend from February 28, 2026 to **June 30, 2026**

3) Complete Construction by: Extend from May 31, 2026 to **September 30, 2026**

4) Request 100% Reimbursement of CDBG Funds no later than: Extend from June 30, 2026 to **October 31, 2026**

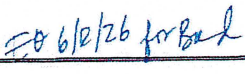
NOTE: The **Agreement Expiration Date** is also extended from June 30, 2026 to **November 1, 2026**.

ACCEPTANCE OF WRITTEN REQUEST AND APPROVAL OF PROPOSED REVISION

Except as revised by this request, the Agreement remains in full force and effect in accordance with the terms thereof.

By: 
Axel Miranda, Director
Housing and Economic Development

Date: 6/15/26

CC Jeffrey Bolton, Director, Contract Development and Quality Control 
Bud Cheney, Director, Capital Improvements, Real Estate and Inspection Services 

**JUSTIFICATION CONT'D****AGREEMENT (R2024-1411)**

Provide additional comments to justify the revision.

Additional Justification: The requested revision does not change the approved project scope or funding amount. The City had already expended eligible project costs equal to or greater than the 50% reimbursement threshold by February 28, 2026. The reimbursement request was not submitted by that benchmark date because City staff was completing the reconciliation of contractor payment applications, invoices, inspection documentation, and required CDBG supporting records. Given the ongoing permitting/inspection coordination and the unforeseen roof truss termite damage, staff determined it was more appropriate to submit a complete and fully supported reimbursement package rather than submit a partial package that could require correction or resubmission. The requested June 30, 2026 benchmark allows the City to finalize and submit the 50% reimbursement request with the necessary documentation, while the September 30, 2026 construction completion and October 31, 2026 final reimbursement benchmarks provide the remaining time needed to complete the work and close out the project properly.



Public Works Department
1749 3rd Ave S
Lake Worth Beach, FL 33460

June 12, 2026

Axel Miranda, Director
Palm Beach County Department of Housing and Economic Development
100 Australian Avenue, Suite 500
West Palm Beach, FL 33406

RE: Youth Empowerment Center & Osborne Center Roof
CDBG Agreement R2024-1411 10/1/24, Amendment 01 R2025-0946 4/16/25, Amendment 02 R2025-1750
Funding amount \$301,586

Dear Mr. Miranda,

The City of Lake Worth Beach appreciates the Department of Housing and Economic Development's continued monitoring of the above-referenced project and the opportunity to provide this correspondence.

The City respectfully acknowledges that the project has experienced delays due to contractor-reported material lead times, as well as permitting and inspection-related delays associated with unforeseen field conditions. These conditions include the previously disclosed termite damage to the roof truss system, which required additional coordination, review, and adjustments to the project schedule. In addition, the City had already expended eligible project costs meeting the 50% reimbursement threshold by February 28, 2026. The reimbursement request was not submitted by that date because staff was finalizing invoice reconciliation, inspection records, and CDBG supporting documentation to ensure the request was accurate, complete, and fully supported.

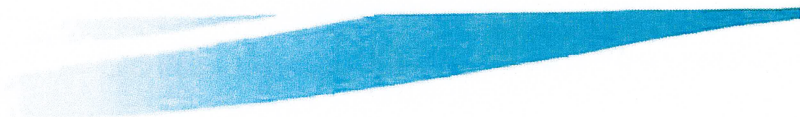
Based on these circumstances, the City respectfully requests approval of the following revised benchmarks:

Revised Benchmarks Requested:

Submit for 50% Reimbursement by June 30, 2026 (revises February 28, 2026 benchmark)

Complete Construction by September 30, 2026

Submit for 100% Reimbursement by October 31, 2026

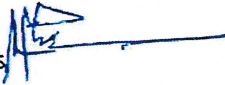


We respectfully request that these revised benchmarks be approved to allow the City to bring the project back into compliance, submit the pending reimbursement package with complete supporting documentation, and successfully expend the CDBG funds.

Should you have any questions or require additional information, please contact Mina Tawadros, Assistant Director of Public Works, at 561-586-7422. We appreciate your continued cooperation.

Sincerely,

Mina Tawadros
Assistant Director of Public Works
City of Lake Worth Beach



Cc: Elena O'Keefe, Housing Project and Program Manager
Bud Cheney, DHED, Division Director CIRIES
Jamie Brown, Public Works Director





PROJECT SCHEDULE

Client: City of Lake Worth

Project: IFB #25-111 Youth Empowerment Center Renovations + Osborne Community Center Reroof Project

Activity	Start Date	End Date
Permit submittal and approval (original contract work)	12/23/2025	04/06/2026
Demolition work per plan	Completed	Completed
Osborne Center Roof	Completed	Completed
Exterior Doors replacement	Completed	Completed
Change Order resolution and council approval (engineering re-design, proposal, review)	02/05/2026	04/10/2026
Change order permit approval	05/18/2026	05/29/2026
Youth Center Trusses Reinforcement (material procurement, delivery, installation, inspections)	06/01/2026	07/17/2026
Plumbing Rough-In	07/06/2026	07/10/2026
Framing	07/13/2026	07/17/2026
Windows Replacement	07/15/2026	07/17/2026
Youth Center Roof Replacement	07/20/2026	07/31/2026
HVAC Rough-In	07/20/2026	07/24/2026
Electrical Rough-In	07/20/2026	07/24/2026
Drywall	07/27/2026	08/07/2026
Bathroom Tile	08/03/2026	08/14/2026
Flooring	08/17/2026	08/21/2026
Exterior Paint	08/17/2026	08/21/2026
Interior Finishes & Paint	08/24/2026	08/28/2026
Final Inspections & Punch Out	08/31/2026	09/04/2026
CDBG Closeout Process	09/07/2026	09/30/2026

All dates presented herein are preliminary estimates based on current project sequencing and are subject to change pending field conditions, material availability, and coordination with all trades and stakeholders.