

STAFF REPORT REGULAR MEETING

AGENDA DATE: March 3, 2026

DEPARTMENT: Water & Electric Utilities

TITLE:

Memorandum of Understanding (MOU) with Palm Beach County for the County's Low Income Home Energy Assistance Program (LIHEAP)

SUMMARY:

Changing how the City will receive payments for the Low Income Home Energy Assistance Program

BACKGROUND AND JUSTIFICATION:

The City has participated with Palm Beach County's Community Action Program (CAC) for many years (at least 14) in their Low Income Home Energy Assistance Program. Clients apply for assistance with CAC and upon approval, CAC will email the commitment to customer service with the commitment amount. The customer's account is then coded and noted so that it will not be disconnected. CAC previously sent the payments which will now be sent by the PROMISE system.

LIHEAP requires the Community Action Program (CAP) to have a MOU or MOA with a local energy vendor. This enables CAP to serve low-income households that are in crisis in order to prevent service interruption or to restore utility services. The City would receive payments through the Florida Commerce PROMISE system.

The MOU has an initial term of one (1) year with automatic renewals for up to four (4) successive one-year terms unless either party provides written notice of the intent not to renew at least 30 days prior to expiration of the term.

MOTION:

Move to approve/disapprove the Memorandum of Understanding (MOU) with Palm Beach County for the County's Low Income Home Energy Assistance Program (LIHEAP)

ATTACHMENT(S):

Fiscal Impact Analysis – N/A
Memorandum of Understanding