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Denise D. Grant

VICE MAYOR  
S. "Ray" Martin

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# CITY OF LAUDERHILL



CITY MANAGER  
Kennie Hobbs, Jr., CM  
Sean Henderson, DCM

CITY ATTORNEY  
Hans Ottinot, Esq.

CITY CLERK  
Andrea M. Anderson

Kennie Hobbs, Jr.  
City Manager

## MEMORANDUM

DATE: September 2, 2025

TO: Honorable Mayor and Members of the City Commission

FROM: Kennie Hobbs, Jr., City Manager

SUBJECT: LHPP Grants

Dear Mayor and Commissioners,

Staff, which includes the Deputy City Manager/Finance Director and Deputy Finance Director, me and the City Attorney have been in communication with representatives of the Community Foundation of Broward, AD Henderson Foundation and the Health Foundation of South Florida. As required and directed by the Commission, staff is prepared to move forward, while ensuring compliance with grant stipulations.

Attached, please find an updated organizational chart and program summary outlining program activities through the remaining grant period. The goal is to provide services to residents and businesses as prescribed by the approved program agreements. All activities will be carried out by City staff, more specifically, staff of the Finance Department under the general direction of the Finance Director.

Written correspondence, which will include our program summary and an organizational chart, is scheduled to be remitted to funders before the close of business today.

Please contact me directly should you require additional information or clarification pertaining to this matter.

OFFICE OF THE CITY MANAGER – KENNIE HOBBS, JR.

Phone: 954-730-3033 | Fax: 954-730-3025 | Email: khobbs@lauderhill-fl.gov | www.lauderhill-fl.gov  
Lauderhill City Hall - 5581 West Oakland Park Boulevard, Lauderhill, FL 33313



**Zach Davis-Walker**  
Director of Intergovernmental Affairs

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TO: Kennie Hobbs, City Manager  
FROM: Zach Davis-Walker Director of Intergovernmental Affairs  
DATE: 08/19/2025

**RE: LHPP Update - A.D. Henderson Foundation and Community Foundation of Broward Grants**

**Purpose**

This memorandum provides an update on the administration of the AD Henderson Foundation and Community Foundation of Broward ("CFoB") grants, including adjustments to program delivery in light of the pause of the Lauderhill Health and Prosperity Partnership ("LHPP") initiative.

**AD Henderson Foundation Grant**

By Resolution No. 23R-04-90, adopted April 24, 2023, the City Commission approved the AD Henderson Foundation Grant Agreement. This grant advanced the Neighborhood Health and Prosperity Hub ("Hub") concept, initially operating under the LHPP framework, to deliver community support services in the Devonhunt and Lauderhill Point neighborhoods.

With the subsequent pause of the LHPP initiative, program delivery responsibilities will be administered directly by the City of Lauderhill Finance Department, through its Grants Division. Activities supported by this grant are continuing without interruption and are designed to, among other things:

- Provide community-based health outreach and education;
- Offer financial literacy and economic mobility workshops;
- Support youth enrichment and engagement opportunities; and
- Promote resident connections to available City and partner services.

**Community Foundation of Broward Grant**

By Resolution No. 23R-08-197, adopted August 28, 2023, the City Commission approved the Community Foundation of Broward ("CFoB") Grant Agreement, which was intended to complement the AD Henderson Foundation grant by providing staff capacity and resources to sustain activities at the Devonhunt and Lauderhill Point Hubs.

As with the Henderson grant, the CFoB-funded activities were originally structured under the LHPP framework. With LHPP paused, the City's Finance Department – Grants Division has assumed direct responsibility for the continued administration of these activities. The City is in the process of submitting the final outstanding CFoB report and will be requesting an extension of the CFoB grant term to run concurrently with the life of the AD Henderson Foundation grant. This will allow the City to maintain staff support, ensure alignment of program goals, and maximize the community impact of both funding streams.

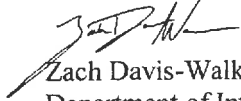
**Conclusion**

Although the LHPP initiative is paused, the City of Lauderhill has ensured that grant-funded services continue uninterrupted through direct administration. The coordination of the AD Henderson and CFoB grants under the Grants Division provides

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a stable framework to support the Devonhunt and Lauderhill Point neighborhoods in the areas of health, economic mobility, and community enrichment.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Zach Davis-Walker', is written over the printed name.

Zach Davis-Walker, Esq.

Department of Intergovernmental Affairs



**Zach Davis-Walker**  
Director of Intergovernmental Affairs

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**September 2, 2025**

**TO:** Kennie Hobbs, City Manager

**FROM:** Zach Davis-Walker, Director of Intergovernmental Affairs

**RE: Status Update – Health Foundation of South Florida Grant Award (Resolution No. 22R-10-232)**

## **Background**

On October 31, 2022, the City Commission approved Resolution No. 22R-10-232 authorizing execution of the Health Foundation of South Florida Grant Award Agreement. The award provides \$341,054 over a 36-month period (February 15, 2023 – February 15, 2026), with no matching funds required by the City.

The grant was awarded to support the Lauderhill Health and Prosperity Partnership (LHPP) by funding a full-time Program Manager responsible for developing a community action plan, coordinating coalition activities, and pursuing additional grant funding opportunities.

## **Program Implementation**

Since the LHPP program is presently paused, the City will implement the grant through the Grants Division. Assigned personnel within the Division will assume the functions originally designated for the LHPP Program Manager role.

This includes:

- Leading the development of a community action plan based on prioritized health impact areas.
- Coordinating with community stakeholders and partners to align with the “Collective Impact” model envisioned by the Foundation.
- Pursuing and securing additional grant opportunities to benefit the City and its residents.
- Ensuring timely compliance with all Health Foundation of South Florida requirements, including semi-annual progress reporting and final reporting at project closeout.

**Progress Report Extension:** The first semi-annual progress report was originally due August 30, 2025. On September 2, 2025, staff requested an extension from the Health Foundation of South Florida. The Director of Programs approved the request, extending the submittal deadline to September 12, 2025.

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## **Fiscal Impact**

The total award amount is **\$341,054**. Because no matching funds are required, there is **no adverse fiscal impact** to the City. Funds will be used for personnel assigned within the Grants Division to fulfill the responsibilities outlined in the grant agreement.

## **Conclusion**

While originally aligned with the programming of the Lauderhill Health and Prosperity Partnership, the Health Foundation of South Florida grant award will be administered under the City's Grants Division due to the pause in LHPP programming. This realignment ensures the City fully meets the grant's purpose, sustains compliance with Foundation requirements, and advances community health priorities without interruption.

Respectfully submitted,



Zach Davis-Walker, Esq.  
Department of Intergovernmental Affairs



**Zach Davis-Walker**  
Director of Intergovernmental Affairs

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**August 25, 2025**

**TO:** City Manager  
**FROM:** Intergovernmental Affairs Director  
**SUBJECT:** Status Update – HHS Health Literacy Grant Reimbursement

### **Background**

In August 2021, the City of Lauderhill entered into a Memorandum of Understanding (MOU) with Nova Southeastern University under the U.S. Department of Health and Human Services (HHS) Health Literacy Grant Program (Resolution No. 21R-08-182). The grant totaled \$3.2 million to support COVID-19 related health literacy activities.

As a reimbursable award, the City was required to first expend local funds and then seek reimbursement from HHS through submission of timely Programmatic and Financial Reports.

### **Grant Closeout & Initial Reimbursement**

The grant expired on June 30, 2023. By that date, the City had expended the full \$3.3 million award and submitted reimbursement requests totaling \$1.6 million, which were received in December 2023.

However, expenditures incurred between June 2022 and June 2023 were not submitted prior to the reporting deadline.

### **Corrective Action & Final Reimbursement**

Deputy Finance Director Karen Pottinger, with support from the Grants Division, engaged directly with HHS representatives and submitted the necessary Financial Reports after the deadline.

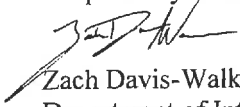
Although the deadline had passed, HHS accepted the late submission. As a result, the City received the outstanding reimbursement of \$1.6 million in July 2025, which was recorded in the August 2025 Bank Reconciliation.

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## **Conclusion**

This outcome reflects the diligent corrective action taken by Ms. Pottinger and staff, ensuring that the City ultimately recovered the entire \$3.3 million award under the expired HHS Grant. The Finance Department's persistence safeguarded the City's fiscal interests and closed out the grant successfully.

Respectfully submitted,



Zach Davis-Walker, Esq.

Department of Intergovernmental Affairs



**Zach Davis-Walker**  
Director of Intergovernmental Affairs

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TO: Kennie Hobbs, City Manager

FROM: Zach Davis-Walker, Director of Intergovernmental Affairs

DATE: August 25, 2025

**SUBJECT: Status Update on Lauderhill Shines Following the Pause of LHPP**

**Purpose**

This memorandum provides clarification regarding the status of the Lauderhill Shines (LS) initiative, its relationship to the Lauderhill Health and Prosperity Partnership (LHPP), and the economic development activities currently in place provide similar support to the business community.

**Lauderhill Shines and LHPP**

Lauderhill Shines was originally created prior to the formation of the Lauderhill Health and Prosperity Partnership (LHPP). It was subsequently branded by Commissioner Dunn as part of the LHPP program. Because LS is not a Commission-sponsored initiative, it is subject to the same circumstances as LHPP: with LHPP presently paused, City staff may not carry forward LS activities. Any continuation of LS programming may only be pursued by the sponsoring Commissioner, utilizing her own resources and community partners, with limited involvement of City staff.

**Existing Economic Development Programs**

While LS remains paused, the City's Economic Development Division and partner organizations continue to deliver programs that serve the needs of local residents and businesses. These include:

- Business Retention & Growth Programs
  - NLC SCEI – Build and Bloom: incubator-style education and financial readiness for local entrepreneurs.
  - Small Business Academy Accelerator: six-week intensive for business owners.
  - SCORE Broward & Grow with Google: free workshops on digital tools, marketing, and financial literacy.
  - Greater Fort Lauderdale Alliance: corporate visitation and expansion support.
- Access to Capital & Incentives
  - Micro Loan Program: short-term bridge financing for Lauderhill businesses (subject to funds).
  - Commercial Façade Grant: CRA-funded improvements to commercial properties (subject to funds).
  - Connections to SBA, OESBD, Miami Bayside Foundation, Urban League, FAU SBDC.

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- Business Support & Resources

- Business Concierge Service: one-on-one assistance with compliance, licensing, and connections.
- Online Resources: templates, financial tools, and business startup guides.
- Ribbon Cuttings & Marketing: recognition of new businesses and promotion of local enterprises.

- Community Engagement & Attraction

- Event Partnership Program: allows business/property owners to partner on City-approved events.
- Vendor Opportunities: prioritizing Lauderhill vendors at City/community events.
- Commercial CRA support and collaboration.

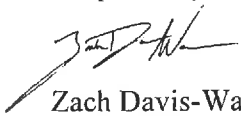
- Workforce Development & Financial Literacy

- OIC of South Florida Partnership: technical training and workforce readiness.
- CareerSource Broward: youth employment and employer recruitment support.
- Broward College Financial Wellness Program: practical financial literacy curriculum.
- Financial Playbook Series: workshops on wills, trusts, identity theft, and estate planning.

## **Conclusion**

Although the Lauderhill Shines initiative remains paused under LHPP, the City continues to support residents and small businesses through a robust set of economic development activities. These programs ensure that key objectives—such as capital access, business compliance, marketing, workforce development, and financial literacy—remain available to the community.

Respectfully submitted,



Zach Davis-Walker, Esq.  
Department of Intergovernmental Affairs