

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: April 1, 2008	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
	<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing

Department

Submitted By: Community Services

Submitted For: Community Action Program

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I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: A one (1) year renewal option to the Lease Agreement with Susan Stechnij and Santiago Boiton for the period of June 1, 2008, through May 30, 2009, in an amount of \$27,900, to provide transitional housing for Community Action clients in the Glades.

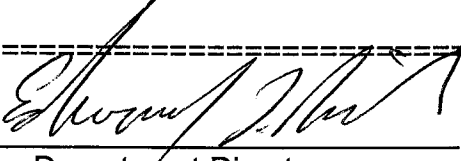
**Summary:** The Community Services Department Community Action Program currently leases two (2), 2 room suites with Susan Stechnij and Santiago Boiton, at 164 E. 2<sup>nd</sup> Street in Pahokee to provide temporary housing for low income individuals. The term of the original Lease Agreement was for one (1) year with one, one (1) year renewal option. The total annual cost of the lease is \$27,900, which consists of \$23,250 in Federal Funds and \$4,650 in County funds. The lease spans two fiscal years. County match is included in the FY 2008 budget and is being requested in the FY 2009 budget. (Community Action Program) District 6 (TKF)

**Background and Justification:** The one (1) year term of the current Lease Agreement, approved by the Board of May 15, 2007 (R-2007-0753) will expire on May 30, 2008. This one (1) year renewal will enable Palm Beach County to provide temporary housing to clients living in the Glades, at a monthly rate not to exceed \$2,325. The Community Action Program receives funds through the Community Services Block Grant (CSBG) housing component to provide for families in the self-sufficiency program, who meet income criteria.

**Attachments:**

- 1) Location Map
- 2) Option to Renew Letter
- 3) Acknowledgment Letter from Lessor

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Recommended by: 	3-20-2008
Department Director	Date

Approved by: 	3-26-08
Assistant County Administrator	Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2007	2008	2009	2010	2011
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	<u>9,300</u>	<u>18,100</u>	_____	_____
External Revenues	_____	<u>(7,750)</u>	<u>(15,500)</u>	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	<u>1,550</u>	<u>3,100</u>	_____	_____

### # ADDITIONAL FTE POSITIONS (Cumulative)

Is Item Included in Current Budget? Yes X No  
Budget Account No.: Fund: 1003 Agency: 145 Org. 1455 Object: Var  
Reporting Category

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

Federal funds through the State of Florida Department of Community Affairs.

### C. Departmental Fiscal Review:

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Administration Comments:

### B. Legal Sufficiency:

Jim Dul 3-25-08  
OFMB  
03/24/08  
3/26/08  
Assistant County Attorney

Ar J. Acosta 3/26/08  
Contract Dev. and Control  
3/26/08  
This item complies with  
the terms of the  
Lease Agreement.

### C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.



CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

April 15, 2008

Susan Stechnij and Santiago Boiton  
411 8<sup>th</sup> Street  
West Palm Beach, FL 33401

RE: **RENEWAL OF LEASE AGREEMENT** (Resolution R-2007-0753,  
dated May 15, 2007 with Susan Stechnij and Santiago Boiton)

Dear Ms. Stechnij and Mr. Boiton:

Pursuant to Section 5.0 Terms and Conditions of the above referenced Lease, Palm Beach County, on behalf of the Palm Beach County Department of Community Services Community Action Program, as Tenant is hereby exercising its option to extend the term of said Lease for an additional period of (1) one year from June 1, 2008 through May 30, 2009.

Sincerely,

**ATTEST:**

SHARON R. BOCK,  
CLERK & COMPTROLLER

PALM BEACH COUNTY, FLORIDA,  
a political subdivision of the State of  
Florida

By: \_\_\_\_\_  
Deputy Clerk

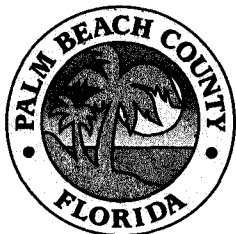
By: \_\_\_\_\_  
Addie L. Greene, Chairperson

APPROVED AS TO FORM  
LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND  
CONDITIONS

By: \_\_\_\_\_

By:  \_\_\_\_\_



February 21, 2008

Susan Stechnij and Ssantiago Boiton  
411 8<sup>th</sup> Street  
West Palm Beach, FL

**RE: RENEWAL OF LEASE AGREEMENT (RESOLUTION NO. R2007-0753) DATED  
MAY 15, 2007**

Dear Ms. Stechnij and Mr. Boiton:

Pursuant to Section 5.0 Terms and Conditions of the above referenced Lease, on behalf of Palm Beach County Department of Community Services, Community Action Program, PBC Community Action is providing informal notice of our intent to extend the term of the Lease for an additional period of one year from June 1, 2008 through May 31, 2009. The letter of formal intent to renew is scheduled to be approved at the April 15, 2008 PBC BCC meeting.

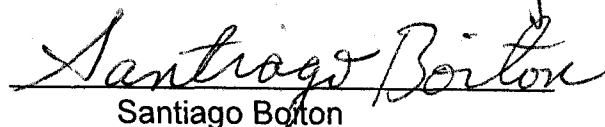
We are requesting that you sign and return this letter, acknowledging that you accept this informal notice to extend the lease and further that you acknowledge that the formal notice to be mailed on April 15, 2008 will provide thirty (30) days notice as set forth in Section 5 OPTION TO RENEW of the current lease agreement.

Sincerely,

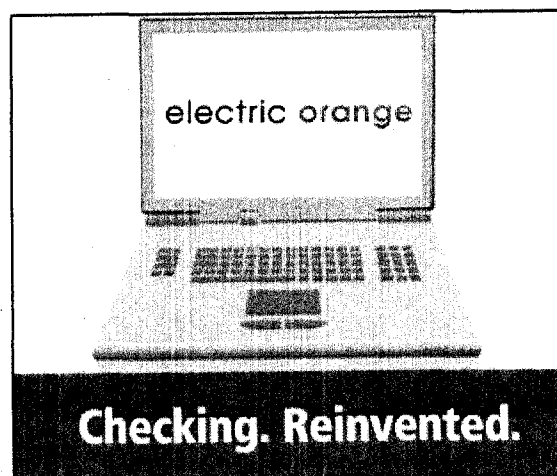
***I acknowledge receipt and agreement and accept notice to extend the Lease Agreement.***

  
Susan Stechnij

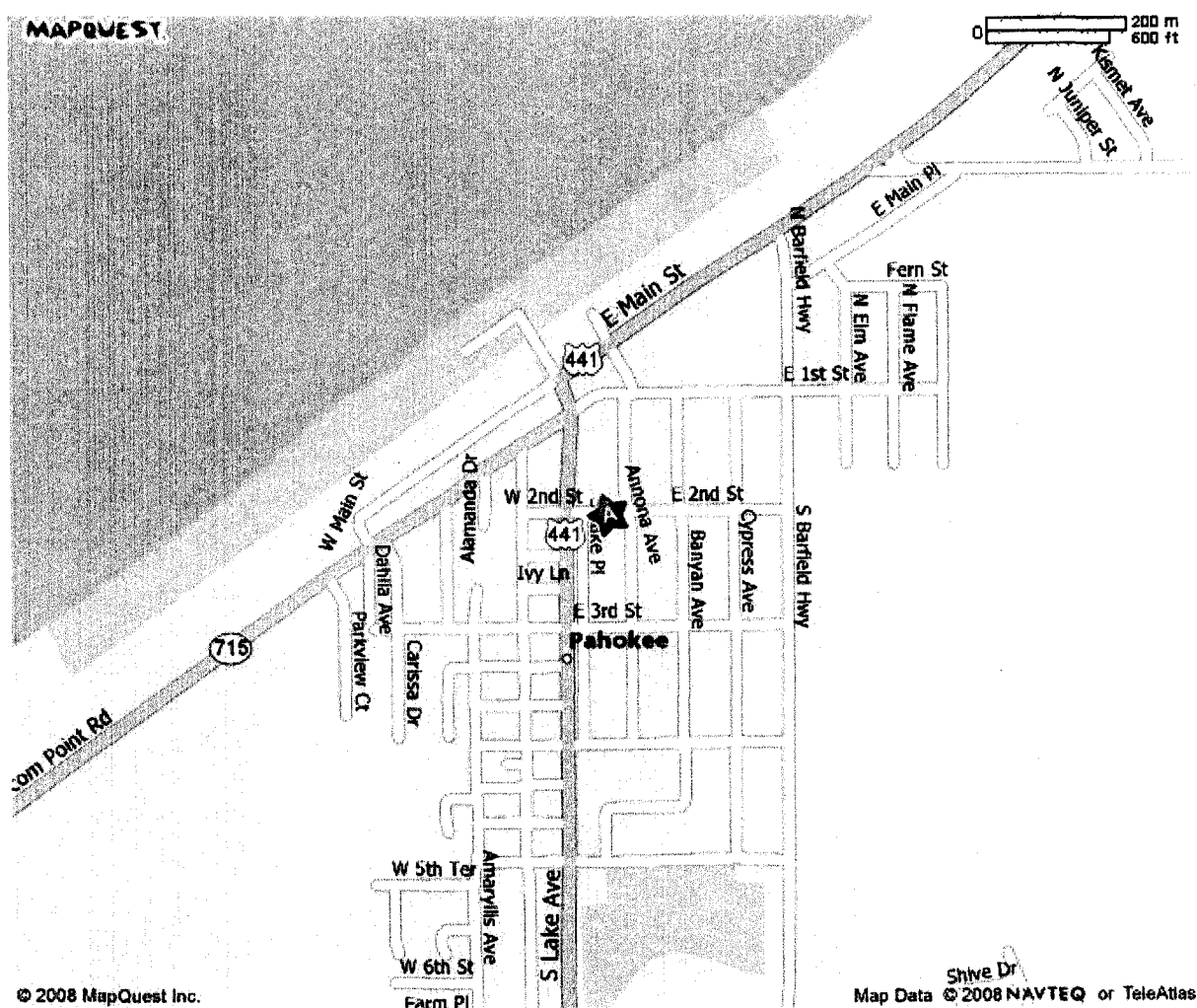
2/28/08  
Date

  
Santiago Boiton

2/28/08  
Date

**MAPQUEST.**

A: 164 E 2nd St, Pahokee, FL 33476-1814



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